

West Virginia Master Gardener Association
Board of Directors Meeting
July 12, 2008

The July 12, 2008 Board of Directors Meeting of the West Virginia Master Gardener Association was held at Jackson Mill, West Virginia with 29 members attending.

Vice-president, Polly Reynolds, welcomed the group and called the meeting to order at 10:30 AM.

The President called for corrections and/or additions to the electronically distributed minutes of the April 5, 2008 meeting. One correction was noted- change of International Conference date from 2010 to 2011.

Treasurer Jan Hargate reported a current balance in the association checking account of \$18,090.78, which does not include the recently received Green Thumb Grant money. The treasurer is in the process of distributing grant funds to counties who had applied for grants. The balances in Foundation accounts were reported as follows: checking account \$28,888.87 and the Foundation Endowment account \$49,555.82. With no questions, the treasurer's report was filed.

WVU Extension Service Report- John Jett reported the following:

1. E-extension, a national web-based program that includes a horticulture community of practice, is operational. The program is titled "Landscapes & Lawns". The "Ask the Expert" component is available to the public. WVU Extension county agents and master gardeners with an interest in serving as first responders for questions applicable to their county or region of the state are still needed. Those interested should contact John Jett. On-line training will be provided to all who volunteer.
2. Green Thumb, Healthy Joints Grant funds arrived in July. Administrative changes have hampered the management of this grant, with grant funds arriving much later than last year. John Jett reminded the group that WVMGA serves only as the fiscal agent for this program.
3. John Jett reported there has been some progress with the new *Master Gardener Manual*. It is being reformatted and will be easier to use.
4. Changes in County Extension Agents: John Jett overviewed vacancies and pending vacancies as follows:
 - Kanawha County- initial search failed, new search being initiated
 - Taylor/Marion Counties- John Murray appointed (August 1, 2008)
 - Richie/Doddridge/Gilmer Counties- vacancy
 - Wood County- interviews completed
 - Hancock County- no coverage for MG program as yet
 - Putnam /Cabell Counties- agents retiring
5. First Detector Training is available on line. There is no fee for this program.
6. National Consumer Horticulture Committee: John Jett has been elected to another term, as the representative for the Northeast Region. Working with this group, has been most exciting and includes the development of an International Master Gardener Logo, collaboration between USDA and Extension for Research, and planning to do a nationwide evaluation of the Master Gardener Program. John will make the International Logo available; it can be used in conjunction with the state logo.
7. The state Master Gardener Program Coordinators will meet in the fall in Norfolk, Virginia.

Appointment of New Committee Chairs/Members at Large: President Polly Reynolds called for volunteers/nominations to fill the chair positions for the Education & Continuing Education Committee and the Membership Retention Committee.

Jean Dawson, representative from Marion County, volunteered to serve as Chairman of the Education & Continuing Education Committee. It was moved by Delores Barber (seconded by Becky Chong) that Jean Dawson be appointed Chairman of the Education & Continuing Education Committee/Member-at-large to the Executive Committee of WVMGA. The motion was approved.

Midge Hollon, representative from Morgan County, volunteered to serve as Chairman of the Membership Retention Committee. It was moved by Delores Barber (seconded by Jean Dawson) that Midge Hollon be appointed Chairman of the Membership Retention Committee/Member-at-large to the Executive Committee of WVMGA. The motion was approved.

The WVMGA Board meeting recessed for one hour for Committee Meeting time and resumed after lunch with the following committee reports and business:

State Conference Committee- Vice President Willa Izzo reported her committee was unable to meet since its members were also chairing or on other standing committees. She reviewed the committee goals, and shared that some collaboration with the Fiscal Planning Committee was underway. Some discussion occurred relative to updating the Conference Planning Notebook. All who might have materials to contribute that would enhance or add structure to conference planning should send these materials to Willa Izzo. Reports were also given by Chairpersons for the following state conferences:

2008 State MG Conference: Jennifer Soule, Chairperson for the 2008 Conference overviewed conference attendance, evaluations of presenters, and general participant evaluations. Overall, the conference was a success. She reported they had a net gain of \$3829.89.

Polly Reynolds, reminded board of a deferred action (October 2007) related to \$2492 seed money given to the 2007 Conference committee by WVU Extension. After the 2007 conference this money was to be returned to the WVMGA treasury. With a modest profit for the 2008 conference, it is now possible to place the \$2492 in the 2011 International Conference account.

It was moved by John Griggs (seconded by Clint Hickman) that \$2492 of the 2008 conference profit be placed in the 2011 International Conference account. The motion carried.

Karen Toothman, thanked local Master Gardener groups and individuals who contributed items for both the 2008 Silent and Live Auctions. The auctions raised a total of \$4700.

2009 State MG Conference: Karen Toothman reported the conference will be held May 1-3, in Morgantown at the Ramada Inn. Registration will be \$85. At this time they are working to confirm the keynote speaker. Karen also presented a proposed budget for the conference. She also fielded several questions related to the conference budget. The 2008 conference will

be hosted by Preston & Monongalia Counties.

2010 State MG Conference: Diana Higginbotham reported the conference will be held in Harrison County, April 16-18, 2010. The theme will be “Homegrown for Health & Happiness”. The steering committee has had its initial meeting and several subcommittees have begun to work.

Fiscal Planning Committee- Treasurer/Chairperson Jan Hargate reported discussion within this committee focused on three areas of concern. First, was the need to develop an annual budget. The committee will be looking at the past years financial history as they draft a budget for 2009. They will also be reviewing current scholarship guidelines and considering possible changes to bring before the board. And finally they will be collaborating with the Conference Planning Committee to develop structure and framework relative to management of funds for annual conferences. Jan Hargate also ask for additional volunteers to serve on this committee.

Volunteer Activities & Programs Committee- Pat Izzo, Chairperson, shared that the committee would be distributing a survey to local groups collecting information related to other possible state projects. Pat Izzo also reminded board members that opportunities still exist for local master gardeners to earn volunteer hours by working in the WVMG Demonstration Garden at the WV State Fair. The dates of the fair are August 8-16, 2008. If possible, local groups are asked to prepare a mini-demonstration that can be done during the time they are volunteering.

Public Relations & Communication Committee- Diana Higginbotham, Secretary/Chairperson, shared that the committee reviewed goals and strategies as developed in the Five Year Plan. Debra Lingerfelt, committee member, has agreed to serve as WVMGA Newsletter Editor. Committee members will be working on contents for the next issue of the newsletter. Other committee work will include reviewing and making recommendations for revisions to the WV Master Gardener Program brochure, and work on the WV Master Gardener Website.

Membership Retention Committee- Midge Hollon, Chairperson, reported this committee will be developing a survey and sending it out to local groups in the immediate future. After this information is aggregated and studied the group will be looking at how they can best support membership retention at the local level.

Education & Continuing Education Committee- Jean Dawson, Chairperson, reported this committee reviewed the goals assigned to this committee. They will be working in several areas: reviewing requirements for recertification and making recommendations, developing a speakers' bureau, and working to expand the WVMGA library holdings. Issues related to the management of the existing library holdings were raised but no definitive decision was made.

Awards Committee- Lee Reger, Chairperson, reported that both the guidelines for the Golden Trowel Award and the Honorary Master Gardener Awards, and sample nominations for each award are now available on the WVMG Website. Local organizations were encouraged to review award criteria and considering submitting nominations no later than February 1, 2009.

2011 International Conference Planning: Delores Barber reported that the planning group has obtained their lead sponsor, Ball Seed/Horticulture. The group assisted by Julie Cryser of WVU Extension Foundation has been working diligently to identify and secure one hundred (100) national sponsors. Currently seventy (70) have been identified. Delores Barber asked that local groups forward the names of all possible national sponsors to her as soon as possible. She also displayed to conference logo, “Color It Green”. Delores reported they have received \$4000 from

WV Extension to assist with the costs associated with marketing/promoting the conference. Approximately \$1800. of this money will be used to develop and implement the 2011 Conference Website. Work has already begun on developing this website.

The 2009 International Conference will be held in Las Vegas, March 22-27, 2009. To promote the 2011 International Conference, WV Master Gardener Association must have a booth at the trade show, and provide a thirty minute presentation marketing the 2011 Conference. All who attend this conference will be needed to help with these activities.

Old Business- none

New Business

Inquiry as to Honorary or Emeritus Master Gardener Acknowledgements at the Local Level: John Jett shared that he has had an inquiry about the possibility of local level action of this nature. No local group seems to have this in place. Some discussion occurred relative to the merits of “emeritus status” for those who have contributed substantially at the local level and are no longer able to do so. Local groups may amend *Article IV. Membership, Section 1: Class of Membership* of their by-laws to provide for such a status if desired. It is not necessary to amend the State organization by-laws.

Perennial/Shrub Maintenance Chart: John Jett shared that District II, National Capital Areas Garden Clubs, Inc. have developed a booklet entitled, *Month to Month Perennial and Shrub Maintenance Chart for the Mid-Atlantic Region*. It was his belief that the booklet contained information that might be helpful to gardeners in West Virginia. Information related to this reference will be included in the upcoming issue of the newsletter and distributed via list serve.

Invitation to Host July 2009 Board Meeting: Jean Dawson extended an invitation to the board to meet at her home in July 2009. This would also provide an opportunity to view her daylilies. The invitation was accepted.

For the Good of the Order:

<u>Future Meetings:</u>	Saturday, October 11, 2008	WVMGA Board Meeting Waffle Hut Flatwoods, WV
	January 17, 2009	TBA

With no further business, the meeting adjourned at 2:45 PM.

Respectfully submitted

Diana Higginbotham, Secretary

Polly Reynolds, President

