

Hanover Master Gardeners Association End of Year Report for 2017

Purpose

To provide a summary of Hanover Master Gardener (HMG) volunteer activities for the fiscal year 2017.

Overview

This document has been prepared using the following resources:

- Volunteer Management System (VMS)
- Minutes from the Hanover Master Gardener Association (HMGA) Board of Directors meetings
- Minutes from the HMGA membership meetings
- Weekly publication of HMG Announcement Board
- Written reports from project coordinators

All totals reported were extracted from the Volunteer Management System (VMS). The reporting time period is the HMGA Fiscal Year 01/01/2017 to 12/31/2017.

Document Organization

The first part of this report lists the participants of VCE and the HMGA followed by the activity reports of volunteer hours reported by Hanover Master Gardeners. All volunteer hours are reported according to an approved project list that is displayed in VMS. To assist in the planning process of MG activities, several committees provided guidance and were made up of active MGs. Some of those committees are:

- Strategic Planning
- Educational Grants
- Plant Clinic
- Plant Sale
- State Fair

For clarification, tables have been inserted to display reporting data.

Extension Office Staffing

ANR Extension Agent	Laura Maxey-Nay
Volunteer Coordinator	Angelette Pryor

HMGA Officers

President	Doris Gullotta
Vice President	Susie Knuth
Secretary	Wayne Bryant

Treasurer	Pat Reyes
Past President	Betty Jane Hughes

Master Gardener Training Class

Total starting MG Training Class	11
Total completing MG Training Class	11
Total achieving Master Gardener status	6
Total with Intern status	2
Individuals dropping out after training	3

Active Master Gardener Status

To be an active Master Gardener, each individual must have completed 20 hours of volunteer time assigned to an approved project and eight hours of Continuing Education (CE).

Master Gardeners	88
Interns	2
Master Gardener Association	58

In order to assist individuals in maintaining an active Master Gardener status, CE hours can be obtained during the four HMGA meetings and the member led meetings.

Speakers for Association Meetings

February 3, 6:30pm	Sheila Weisensale	Grow and Design with your own Foliage	51
May 5, 6:30pm	Richard Nunnally	How to Have a Healthy Lawn	40
September 10, 12NN	Lance Gardner	Tips and Techniques to Make Gardening Easier and More Enjoyable	33
December 4, 6:30pm	Peggy Singlemann	Flowering Shrubs for Any Landscape	41

Column four represents the total number of Master Gardeners that signed up for the event on VMS. Attendees can obtain one hour CE credit for the presentation. Each meeting was started at 6:30PM with a pot luck dinner followed by a business meeting at 7:15PM. The speaker presentation began at 7:45pm. The minutes of these meetings are posted on VMS. The meeting held in September is a picnic that starts at 12NN. Service awards are issued as part of this meeting.

Speakers for Member Led Meetings

March 3, 7:00pm	Grace Harrison	Seed Starting	24
March 23, 1:30pm	Doris Gullotta	Results of Motivational Survey	15
July 7, 7:00pm	Beckey Watson	Conservation and Recycling in the Garden	22

Column four represents the total number of Master Gardeners that signed up for each meeting on VMS. All meetings started at 6:30PM and provided attendees CE time of one hour. The March 23rd meeting was at a request for a daytime meeting for those who do not wish to drive after dark. There was a member led meeting scheduled for August 4th but was cancelled for lack of participation. No minutes were recorded for these meetings. The HMGA has not determined if further daytime meetings will be scheduled.

Project/Program Leaders; Volunteer Hours and Contacts Reported

It was the intent of this president to have status reports on all approved projects updated during the 2017 season. Therefore, during the meetings of the Board of Directors, all projects were listed on the agenda and updated during each meeting. These updates are included in the minutes that are posted on VMS.

It was announced during the season that several project coordinators would not be continuing in their current roles. The project list with available positions was distributed to the MG population. Realizing that some of these positions are difficult to fill, the decision was made to use a committee format for some of these projects. The reason for this change was to encourage more participation from MGs. Although the committee format may not be suitable for all projects, it was useful for the State Fair and Plant Sale.

An objective of the Strategic Planning Committee was to review all current projects. As a result, some projects were removed or combined with others. Listed here are some of those projects that were removed or combined for 2018:

- Adult Public Education – now part of Continuing Education
- Membership – activity that will be assigned to a HMGA member
- Gardening at Friendly Care Day School - removed
- Giving Tree - removed
- Hanover Adult Daycare - removed
- Historian - removed
- Lewis Ginter Children’s Garden - removed
- Lewis Ginter Education Programs - removed
- Mentoring Program - removed
- Pamunkey Library Spring Break Events – now part of Youth Activities
- Publicity – now part of Communications
- Writers Group – now part of Communications

This table represents the projects that have been approved by the VCE ANR Agent.

Approved Projects for 2018			
Project Name	Contact Person	Contact Information	
Advanced MG / Landcare Steward	Linda Hazelwood	lindahazelwood@msn.com	804-746-1274
Communications	Betty Jane Hughes	bettyjanehughes@gmail.com	804-240-6169

• Announcement Board	Betty Jane Hughes Angelette Pryor	bettyjanehughes@gmail.com angellp@vt.edu	804-749-4937 804-752-4309
• Web Site	Betty Jane Hughes	bettyjanehughes@gmail.com	804-240-6169
• Writers Group	Emily Gianfortoni	ewellsgain@gmail.com	804-741-9126
Educational Grants from HMGA	Beckey Watson	abwatson723@gmail.com	804-227-3807
Home Gardening Series	Ed Wall	er_wall@comcast.net	804-929-0515
MG Help Desk	Val Kish	vkish@richmond.edu	749-4937
MG Training Classes	TBD		
• Winter Support	Angelette Pryor	angellp@vt.edu	804-752-4309
• Fall Support	Val Kish	vkish@richmond.edu	804-749-4937
SMART Landscaping	Emily Gianfortoni	ewellsgain@gmail.com	804-741-9126
State Fair	TBD		
• Youth Activities	TBD		
• Booth Displays	TBD		
• Daily Supplies	TBD		
• Enter Calendar into VMS	Betty Jane Hughes	bettyjanehughes@gmail.com	804-240-6169
• Set-up and take down	TBD		
Plant Clinics	Buz Sawyer	william.sawyer@gmail.com	804-920-2536
• Strawberry Fair	TBD		
• Tomato Festival	Ed Wall	er_wall@comcast.net	804-929-0515
Plant Sale	Pat Reyes	patreyes7@comcast.com	804-746-5448
• Vendor Coordinator	Barb Sawyer	bsawyer@gmail.com	804-744-4398
• Potting Shed Coordinator	Ginny Nicholas	theleafytwig@aol.com	540-220-3112
• Yard Sale Coordinator	Juanita Wren	jm.ctwrenn@yahoo.com	804-397-0630
Scotchtown	Doris Gullotta	dhgullotta1@gmail.com	804-908-0806
Speakers Bureau	Cynthia Micklem	cynthiam71@aol.com	804-320-4045
Youth Activities	TBD		
• Ag Day	Diane Dean	ddean.mg@gmail.com	804-678-8626
• Library Spring Break	Rhonda Searles	rhondas56@gmail.com	804-310-7442
• MWEE	Pattie Bland	pattiebland@gmail.com	804-467 1213
• Roots and Shoots	Kristen Reihl	kjamkjam@comcast.net	804-382-6289
Continuing Education Opportunities for Members	Angelette Pryor	angellp@vt.edu	804-752-4309
• Speakers for Association and Member Led Meetings	Pattie Bland	pattiebland@gmail.com	804-467 1213
• Trips and Tours	Angelette Pryor	angellp@vt.edu	804-752-4309

Project Activity Volunteer, Hours and Contact Totals for 2017

Project	Volunteers	Hours	Contacts
ES1 Plant Clinics	182	753	3,277
ES2 State Fair and Booth	40	199	3,112
ES3 Help Desk	216	578	377
ES4 Speakers Bureau	56	232	472

ES5 Home Garden Visits	18	39	18
ES6 Advanced Stewardship Land Care Stewardship	16	93	62
YH1 Interacting with Youth	18	462	1,198
YH2 Advanced Stewardship	16	93	62
QL1 Horticulture Therapy	----	----	----
VM1 MG Meetings	311	521	105
VM2 MG Admin Support	343	1193	----
VM3 MG Basic Training	329	988	38
VM4 Publications Communication	----	----	----
VM5 MG Mentoring	----	----	----
VM6 Civil Rights Training	23	14	----
VM7 Maintain and Establishing MG Gardens	9	72	----
NEP1 Working in Approved Gardens	8	122	46
NEP2 Travel/Support	1160	1423	----
NEP3 Setup and Takedown MG Events	105	221	----
CE1 MG Basic Training	18	17	----
CE2 Advanced Training	44	57	----

Contacts by Ethnic Group and Gender – taken from VMS

Ethnicity	Adult	Youth
White Male	1685	1152
White Female	3074	1341
Black Male	147	183
Black Female	302	225
Asian Male	21	17
Asian Female	42	46
Hispanic Male	24	57
Hispanic Female	52	56
American Indian Male	2	1
American Indian Female	4	0
Unknown Male	20	4
Unknown Female	9	2

The remainder of this report defines some details of the activities by Hanover Master Gardeners for 2017. They are the volunteer hours reported, classes presented to the public, educational events attended and some of the committee activity. Some comparisons were made to the previous year to demonstrate the hard work generated by this group. These items are listed in order of their representation on the project document.

ES1 Plant Clinics

There were a total of 41 plant clinics scheduled for 2017. One had to be cancelled due to lack of volunteer participation. Plant clinics were held at these locations:

- Lowes, Mechanicsville
- HMGA Spring Plant Sale
- Maymont Herbs Galore
- Ashland Farmers Market
- Montpelier Farmers Market
- St. Stevens Farmers Market
- Scotchtown Hands On History
- Strawberry Fair
- Hanover Tomato Festival
- Fall Fellowship Festival
- Health Fair Day with Carpenter Company
- Immanuel Old Church
- Giving Tree
- Ashland Ace Hardware
- Maymont Jack's Vegetable Garden
- Ashland Historic Garden Week
- Washington Henry Elementary School

The table below represents a comparison of 2017 and 2016 Plant Clinic totals. The increases in contacts, phone calls and walk-ins can be contributed to the survey distributed by Master Gardeners at Plant Clinics, the plant sale, community organizations, businesses and schools. Residents of Hanover County are becoming more aware of the services offered by MGs and are taking advantage of those services. Although the number of volunteers signing up for Plant Clinics slightly increased from last year, they signed up for more events and volunteered more hours. Some Plant Clinics had more than one shift with a maximum of four volunteers per plant clinic.

	2017	2016
Plant Clinics	40	43
Volunteers	51	45
Total Volunteers	176	177
Volunteer Hours	728	597
Total Contacts	3,237	2,216
Average Contacts per Plant Clinic	81	54

ES2 State Fair

Totals are listed in the above table. No comparison to 2016 totals is included in this report because the State Fair for 2016 was cancelled due to inclement weather.

ES3 Help Desk

There was a notable increase in activity for the help desk in 2017. One contributing factor was the interns from the 2017 class. All trainees were required to attend an orientation session on the help desk

process and to volunteer with an experienced Master Gardener. Several of these trainees continued to volunteer at the Help Desk once they achieved MG status. Increased activity can also be a result of the community survey distributed in 2016. More people in the community were made aware of the service provided by Master Gardeners through the help desk. A comparison of the past two years is provided below:

Help Desk Activity	2017	2016
Individual Volunteers	17	12
Total Volunteer Slots (3 hrs each)	195	165
Total Hours	555	409
Emails	24	41
Phone Calls	268	178
Walk-ins	77	39
Samples	33	12
Contacts	378	270

ES4 Home Gardening Series Topics:

These topics were provided to the public during the Home Gardening Series schedule of classes. There were held on Saturday mornings starting in January and continuing into April at several locations in Hanover County.

- Native Plants
- Beautify Your World with Flowers
- Container Gardening
- How to Make and Use Compost
- Natural & Organic Gardening Alternatives for the Home Gardener
- Have a Lawn to be Proud of
- Saving Your Garden Bounty: Canning and Freezing
- Basics of Hardwood Pruning
- Landscaping – Right Plant, Right Place
- Starting Your Seeds Indoors – Get a Jump Start on Your Garden
- Getting Ready for Spring Gardening
- Save Money and Eat Better with Home Grown Vegetables
- Small Scale Gardening
- Insects

ES4 Speakers Bureau Topics:

These are the topics provided to the community upon special request by a variety of organizations. The majority of these groups were garden clubs.

- Raised Bed Gardening
- Spring Gardening

- Basics of Hardwood Pruning
- Container Gardening
- Insect Pests and Beneficials
- Invasive Plants
- Native Plants for Native Pollinators
- Vegetable Gardening and Tomatoes too
- Food Demo

ES5 Home Garden Visits

Totals for this category are listed in the table above. There are plans in process to redefine Home Garden Visits to comply with VCE guidelines. This should be completed in 2018.

VM5 Mentoring Program

This category will be discontinued due to lack of participation from Master Gardeners and trainees.

ES6 Advance Stewardship topics

These are the topics provided to the public and at Master Gardener College.

- Vermicomposting Demo at Newfoundland River Garden Club
- MG Class – Soil, Composting, Vermicomposting
- Booth at Plant Sale
- Master Gardener College – Land Care Steward Program
- State Fair of Virginia

Activity reported for specific projects:

Festivals, Fairs, Open Houses			
Name	Date	Volunteers	Hours
Strawberry Fair	June 3	11	37
Tomato Festival	July 7 & 8	6	22
Potential Trainee Open House	Oct 11	8	16
Fall Fellowship Festival	Oct 21	4	20
Maymont MG Open House	Oct 21	6	18

Master Gardener Plant Sale April 22, 2017

The plant sale is offered each year by Master Gardeners to the public. A MG Plant Clinic is on site to offer advice to the public about plants and gardening. Proceeds from the plant sale are designated for the Educational Grant program for schools. Activities supporting the plant sale were potting parties where MGs gather to repot those plants offered at the sale. These plants were cared for and wintered over at the homes of Master Gardeners. Many of these plants were donations from a nursery or were raised by MGs. Pictures of this event are available on the HMG website.

Plant Sale Profit - \$3,789

- Volunteers
 - First Shift – 27 Volunteers, 67.5 Hours
 - Second Shift – 22 Volunteers, 33 Hours
- 2 Potting Parties
 - June 30 – 19 Volunteers
 - November 4 – 14 Volunteers

Educational Grants for 2017

- Beaverdam Elementary School – Grasses for the Masses \$220
- Henry Clay Elementary School – Roots and Shoots \$500

Six grants were offered in 2016. Because there were only two participants in 2017, a committee was formed to evaluate the current grant program. The following concerns were raised that could be the cause of the reduction in grant recipient participation:

- Because grants are offered at the beginning of the school year, teachers are having trouble identifying projects by the deadline defined by the grant.
- It has become increasingly more difficult to obtain feedback from grant recipients on the progress of the projects.
- Projects do not often coincide with the growing season; school is out of session during the growing period.

Because of these concerns, the committee made the following suggestions to change the grant program:

- Expand grants to include organizations outside the school system such as business, churches, restaurants and community organizations.
- For schools, MGs can train teachers to present a horticultural topic to students. Training can be presented at a planned teachers training session.
- Applicants will be selected on a monthly basis by the Grants Committee.
- The current grant proposal form will be changed to include organizations other than schools and will be available on the HMG website.
- Focus of grants will remain the same: Environmental Horticulture, Youth Gardening, Value of the Landscape, Food and Nutrition, Health and Quality of Life.

Educational Events Attended by Master Gardeners

- 15th Annual Good Gardening Symposium
- Virginia Department of Forestry & Department of Mines and Minerals
- Monarchs and Pollinators
- Arborscapes Annual Workshop

Policy approved for 2017

A policy was created to outline the process Master Gardeners are to follow when equipment belonging to the HMGA is used for an approved MG event or presentation. This is to insure that the location of all equipment is documented and that it is handled in a secure manner. Instating this policy became necessary when a request to borrow equipment was made by an individual who was not a Hanover Master Gardener. This policy is available to all HMGs from the VMS system.

HMGA Bylaws updated for 2017

A committee was formed to review and update the HMGA bylaws. Although progress is being made and multiple drafts have been reviewed by the BOD, a final draft will not be ready until first quarter 2018. The last revision to the bylaws was 2010.

Milestone Achievement Award for 2017

250 Hours	500 Hours	1000 Hours	2000 Hours	4000 Hours	5000 Hours
Susan Bennett	Joanne Berdall	Patty Bland	Janet Jenkins	Barb Sawyer	Buz Sawyer
Kristen Reihl	Brenda Burke	Joanne Einsmann	Kathryn Moore		
Rhonda Searles	Robert Durbin	Betty Jane Hughes	Lisa Willis		
September Sickinger		Lorre Hyatt			
		Dave Myers			
		Becky Watson			

Spirit of Volunteerism Award from Hanover County

Linda Hazelwood was nominated for the Spirit of Dedication Award
 Lorre Hyatt was nominated for the Spirit of One Award

Special Recognition of Effort by Hanover Master Gardeners

Angelette Pryor arranged for a ramp to be added to the shed where HMGA owned equipment and supplies are kept.

Dave Myers installed landscaping to the front of the MG office at the Taylor complex.

Diane Dean donated a doll house used for a water demonstration at the State Fair.

Betty Jane Hughes has taken over the editing and updating of the Hanover Master Gardeners website. The website content will be available to the public. There is also a section for HMG members only. Documents listed on VMS that will be linked to documents on the HMG website.

– <http://hanovermastergardeners.org>

Report Submitted by

Doris Gullotta, HMGA President