

**Hanover Master Gardener Association**  
**Board of Directors Meeting**  
**Hanover Evangelical Friends Church**  
**April 20, 2015**

**Minutes**

President Betty Jane Hughes called the meeting to order at 6:30 p.m. and confirmed a quorum. She welcomed Ed Wall, who is taking over the HGS outreach program. She read an announcement from Pattie Bland that reported the demonstration garden at the Hanover court complex must be removed due to new construction. She invited all MGs to “rescue” the many perennials that are now competing with grass and weeds. Betty Jane reported that since the last BOD meeting:

- HGS has completed the last class. Attendance to the HGS classes was 547. Attendees rated the classes highly and felt the classes had increased their knowledge.
- HMGA held educational classes on pollinators at Hanover libraries during spring break. It was attended by about 120 individuals, 75% children. This was an improvement over last year.
- The First MG Plant Clinics were completed.
- Master Gardener training was completed.
- The Spring Plant Sale was completed.
- Betty Jane met with Rita concerning the Ashland Food Resources Collaborative. They have an interest in community gardens. Laura and Ian attended a meeting with AFRC last week. The next meeting is May 18. Betty Jane will be added to the e-mail list.
- Betty Jane met with Laura, and they are working on policies and procedures. They have developed an Emergency Procedures Policy and provided a handout. The policy will be posted on VMS and on the MG website in the “Members Only” area. Copies will be included in every plant clinic box, every supply box, and for all other functions. They have developed a “Picture Taking Policy” and provided a Media Release Statement that must be signed before using any images for educational or publicity purposes.

The reading of the minutes for the March 16 Board of Directors Meeting was waived, and the minutes were approved as previously distributed by e-mail.

The March Treasurer’s report was submitted by Treasurer Pat Reyes. The report was accepted, pending audit. A copy of this report will be attached to the file copy of these minutes. She reported that IRS Status Form 990-N has been filed and accepted. Pat presented a 2015 budget, based on expenditures for 2014. The budget was discussed at length, and more details were requested. Pat will provide the requested additional information at the May BOD Meeting.

Laura Maxey-Nay, VCE/HMG, reported she is in the process of developing and implementing policies and procedures. Her top priority has been contact reporting. She is also reviewing how volunteer hours are reported. She is developing a policy for working on school garden projects. Laura said she would

welcome input or answer any questions. She has been working to get policy and procedure documents on VMS. Laura stated that there are unused travels funds in the budget that might be available for MG needs. She said she has received approval for a possible garden at the MG office in the Parks and Recreation Complex. Laura reported that Rita Schalk, Unit Coordinator, is working with VT to post the job for the Volunteer Coordinator position. Laura asked "What impact do we want to have on the community?" She recommended we advertise the accomplishments of the MG program. She provided a copy of a PowerPoint presentation promoting public value of the MG Program. She will need a list of project proposals and will coordinate with Betty Jane to promote VCE and HMGA accomplishments to the Hanover community. She suggested including the Plant Clinic Calendar and other public activities on the VT calendar website and linking it to the HMGA website

Christy Brennan, VMGA Representative, was unable to attend. Betty Jane read the report Christy provided before the meeting. The VMGA by-law committee gave recommendations for changes in the by-laws. VMGA members will vote on the changes during the annual meeting. VMGA voted to fund the printing of the new Master Gardener Coordinator manual for each Extension Office, to be used as a resource. The VMGA will match all new pledges for the Endowment Committee from May 1 until August 31. VMG is looking to fill the Merchandising Coordinator position. Let Christy know if you are interested. An audit team was appointed for this year. A team of volunteers is needed to take over the silent auction at MG College. Donations for the auction are also needed. MG College is set; all speakers and sessions have been confirmed. On-line registration is targeted for May 1. Details can be found at [www.vmganet.net](http://www.vmganet.net) and on the Hanover site. VMGA MG College scholarships are available. The deadline for applications is May 1. Christy reported she had a chance to visit two units and talk about VMGA. One unit held a Gala Event party to recognize MGs and present them with certificates for achievements such as most volunteer hours in one year; top educator; and taking leadership positions for new projects, media development, updates, etc. It is also a re-certification party. All MGs that register and attend receive a garden pin from Jim Clift Design ([www.lapelpinplanet.com](http://www.lapelpinplanet.com)). Each year there is a different pin. MGs really love these pins and some attend just to get the current year's pin. The group also has pins made to honor volunteer hours, which include the unit on them. Christy is looking forward to seeing many Hanover Master Gardeners at MG College this year.

Jim Stewart, Member Meetings, reported Brenda Burke and Keith Tignor will speak at the May 1 General Membership Meeting on beekeeping. Diane Dean will speak on "Backyard Habitat" at the July 17 Member-led Meeting. Jim stated the Member Meeting on March 13, which featured William Blackmon speaking on the "Progress in the Domestication of *Apios Americana Medikus*," had the added benefit of interesting VSU Randolph Farm in taking up the apios domestication program.

Lorre, MG Training, reported "We're done!" Classes and tests are finished. She will be printing certificates and badges for presentation at graduation on May 1. Buz Sawyer stated that VT will provide "official" MG Trainee badges. Betty Jane will contact John Freeborn to have the badges made. She thanked Emily Gianfortoni and Val Kish for their hard work on some much-needed revisions to the exam. They will also be assisting with grading the exams. Lorre will work with Betty Jane and Laura to review the 2015 training classes and lay the groundwork for next year. Lisa Willis, Mentor Program, hopes to schedule another get-together for the mentors and MG interns, tied to a trip or other scheduled event. Betty Jane added that Liz Campbell advised that one intern from last year had completed her volunteer hours, and she is working with a couple more that are close to completing their hours.

Joel Klein, Plant Sale Committee, reported a profit of approximately \$1,600 from the Spring Plant Sale. He stated the vegetables sold out early, and said we should have more next year. He said most of the

sales are early in the morning, and suggested we start earlier and end earlier in the future. He said the Fall Plant Sale would be on October 10. After discussion, it was decided that the sale would be at HEFC. The 2016 Spring Plant Sale will be April 16.

Ian Sutton, Plant Clinics, reported completion of the first plant clinics of the season. There were 15 volunteer opportunities, and participation was good. Ian has developed a checklist of materials to be included in PC boxes. He stated he is still having problems finding material coordinators. Two satellite locations for materials have been established. Plant clinic materials will be stored at Pat Reyes' home, and a materials box will be stored at the home of Betsy Lyon. Four material boxes will be stored at the office. Ian said if he cannot get volunteers to pick up the materials for an event, he might have to cancel that event. Ian stated that on April 17, a plant clinic was held for Pfizer's Earth Day. Pfizer has 50 raised beds, and many of the employees had questions for the MGs. Ian suggested that working with large companies, like Pfizer, could increase the awareness of the MG program. Lisa added that the Lowes plant clinic had 96 contacts, and the nursery department manager was referring questions to the MGs. Ian stated we are missing an opportunity to utilize technology to answer questions at plant clinics, the Help Desk, etc. He said most people now carry a smart phone and answers to most questions are available quickly by going to Google. He suggested we could have some sort of e-extension and link the MG site to Google for questions. This was discussed at length. Unless the link is provided by VT, the information provided by Google may not be research-based, current, or appropriate for our zone.

Juanita Wren reviewed a proposed project to make sun catchers with the students at the HEFC School on July 6. A horticultural education component will be added for project approval. HEFC would also like the MGs to work with the preschoolers on July 10, on a project similar to one done last year. Juanita also suggested MGs go to [www.onehundreddollarsamonth.com/pallet-gardening-101](http://www.onehundreddollarsamonth.com/pallet-gardening-101) if interested in gardening with pallets.

Ed Wall, HGS, stated his primary concern with the program is the lack of space at the current location. Rita Schalk and Paula Willoughby are working to find a larger facility. Some feedback received from previous attendees indicated some of the classes could be longer. He said he plans to personally attend each class to open the facility, help with materials and setup, place signs, and to lock up afterwards. He is still reviewing the files and the feedback on previous classes.

Betty Jane reported a request from Hanover Academy for someone to talk to the students. Val Kish has attempted to contact them and will follow up on the request. The BOD discussed the need to work with the Speakers Bureau to compile a list of topics and speakers. Lisa Willis said the MG unit she was a member of in North Carolina recorded every talk, class, and presentation. This became a valuable resource for the MG unit. She suggested we should do the same.

Betty Jane is working on a project proposal form for working with children at school gardens. The BOD reviewed the proposal form and recommended a few tweaks.

Betty Jane stated that the concept for a proposal on working with Community Gardens has been approved. The details still need to be finalized.

Betty Jane reported that Muffi Grinnell, Website and Merchandising, said that 24 polo shirts are needed for an order. The sizes can vary on the order, and she will check to see if the colors can vary, too.

Betty Jane announced the General Membership Meeting (Training Graduation) is scheduled for May 1. The next Board of Directors Meeting will be May 18, 2015. Both meetings are at the Hanover Friends Evangelical Church. She closed the meeting with a Chinese proverb: "When the winds of change blow, some people build walls and others build windmills."

The April Meeting of the HMGA Board of Directors was adjourned at 8:45 p.m.

**Present:** Betty Jane Hughes, Jim Stewart, Pat Reyes, Wayne Bryant, Buz Sawyer, Linda Hazelwood, Emily Gianfortoni, Juanita Wrenn, Ian Sutton, Laura Maxey-Nay, Ed Wall, Lorre Hyatt, Lisa Willis, Joel Klein, and Barb Sawyer. The attendance sheet will be attached to the file copy of these minutes.

**Respectfully submitted,**

**Wayne Bryant**  
**Secretary**