

**Hanover Master Gardener Association**  
**Board of Directors Meeting**  
**Hanover Evangelical Friends Church**  
**June 18, 2018**

**Minutes**

Doris Gullotta, President, called the meeting to order at 6:30 p.m. and confirmed a quorum.

The reading of the minutes of the May 21, 2018, BOD meeting was waived. The minutes were approved as previously distributed by email.

Pat Reyes, Treasurer, presented the financial report through May 31, 2018. The report was accepted, pending financial review.

Angelette Pryor, Volunteer Coordinator, reported that she has almost finished delivering jam and certificates of appreciation. She has notified all MGs who have not received the jam to contact her to arrange for pick-up. Angelette stated that Hanover Parks and Recreation asked HMGs to provide lessons at four sessions of their summer camps for youths 8-13 years old on "What's in My Backyard – Things You Might See While Out Hiking." The volunteer opportunity is posted on VMS. Angelette stated that there are currently thirteen applicants in various stages of review for MG training. She reported that five acceptance letters were sent out today. Three more applicants will be interviewed tomorrow. She also received one application in the mail today. Notice of MG training classes will be printed in the Hanover Review in August. Although the publish date is after the stated cut-off date, Angelette said they will accept and process applications, possibly up to the start of classes. Angelette has sent out a request for HMG volunteers to staff a general recruitment/informational booth before and after the movie screening presented by the Reynolds Community College Horticultural Department on June 21. She stated the Trips and Tours group had a good day at the VSU Small Farm Field Day. She asked if the group would be interested in a trip to Quarry Gardens in Schuyler, Virginia. There was enough interest that Angelette said she would try to set up a trip. Angelette said that Nancy Butler has met with the people at Chickahominy Falls to explore the possibility of a partnership where the HMGs could have Plant Clinics and help educate the residents of this planned community. Angelette stated that Diane Dean was trying to locate the set of tent weights. The BOD agreed that we could use additional sets. Angelette notified the BOD that ants were swarming at the entrance to the storage shed. Angelette reported that speaker requests are down. Betty Jane Hughes stated that she will put a notice on the HMGA website and on Facebook to inform the public that the HMGA has speakers available.

Doris has been exploring costs for having an external audit for the HMGA. She followed up with Mary Capule, CPA, who had offered her services. Mary reviewed the by-laws on audits and stated that an audit committee, appointed by the president, does not have to be external to the organization, just external to the Executive Board. Mary stated that based on the mission of the organization, she would recommend the audit committee do some basic procedures such as verify that all expenses have supporting documentation, the amount reported for membership agrees with the number of members, and the amounts reported for receipts from events agree with the supporting documentation. Doris suggested that the By-laws Committee should be very careful with changes to the by-laws to define terms such as audit and financial review. Doris and Betty Jane will work on an SOP for handling cash.

Doris announced that the volunteer opportunity at the Hood Temple A.M.E. Zion Church in the Jackson Ward neighborhood of Richmond, has been moved to July 14. The focus will be on container gardens. Sharon Logan and Doris are volunteering for this event. More volunteers are needed. The Richmond CE unit has requested a Richmond MG shadow the HMGs at this event.

Beckey Watson, Educational Grants, was unavailable. She forwarded to Doris the Committee's report and recommendation on a request from Nora Righter, who is working on a project to start a community garden at HEFC. Doris stated the Committee recommended approval of the grant request. A motion to approve the grant request, in the amount of \$485, was made by Betty Jane, seconded by Angelette, and approved by the Board. Doris will notify the Committee of the Board's decision.

Pattie Bland, VP, thanked the BOD for the donation of \$500 for the Coastal Zone Management (a division of the Department of Environmental Quality) to help with the costs of producing and printing Virginia regional native plant guides. Member-led meetings were previously scheduled for July 13 and August 3. The BOD agreed to remove the meeting scheduled for July 13. The BOD discussed the August 3 meeting date and thought August 2 might work better. Juanita Wrenn will check with the HEFC to see if the facility is available on August 2. Pattie discussed possible topics for the meeting. A summary of what was presented at MG College was suggested as a possible interest to the members. A class on how to use and present the many MG demonstrational displays used at plant clinics and at the State Fair was suggested. Pattie stated that the next General Membership Meeting/Picnic will be held at the Hanover Courthouse Ruritan Park on September 9. She will secure the date for the facility with the Ruritans. Lisa Willis was volunteered to procure the barbeque. Angelette suggested the trainees also be invited. She stated that the presentation on "Native Bees" at the last member-led meeting was well-received. Tamara Van Dee said the feedback, comments, and suggestions she received will be incorporated into the program.

Christy Brennan, VMGA/State Fair, stated that an anonymous donor has offered to match any donation, up to \$25,000, to the Endowment Fund through October. The 2018 Master Gardener College will be June 21-24. Christy is working to find a leader for the State Fair Project. She reported that the Horticulture tent will be moved to the center of the loop this year, giving the MGs much more room. She will be working with Soil and Water on the displays, using much of the same materials from last year. Christy stated that several units have already contacted her to staff the booth this year.

Betty Jane Hughes, By-laws Committee, reported she wants to restart the work of the committee. She asked the Board for recommendations and suggestions on the structure of the Board. Julie Givler suggested an "at large" member could be selected. The Board agreed to remind and encourage the membership that BOD meetings were open to all MGs. Betty Jane will include this on her weekly calendar update. The reminder could be included on VMS and the HMGA website.

Doris reminded the BOD that the next BOD meeting is scheduled for July 16, 2018, at the HEFC. The June meeting of the HMGA Board of Directors was adjourned at 8:20 p.m.

**Present:** Doris Gullotta, Pattie Bland, Pat Reyes, Wayne Bryant, Betty Jane Hughes, Angelette Pryor, Linda Hazelwood, Emily Gianfortoni, Christy Brennan, Ed Wall, Juanita Wrenn, Lisa Willis and Julie Givler. The attendance sheet will be attached to these minutes.

**Respectfully submitted,**

**Wayne Bryant  
Secretary**