

November 1, 2017
NORTHERN NECK MASTER GARDENERS
EXECUTIVE COMMITTEE MEETING
Transportation Building, Heathsville, VA

Tami McCauley, Chair, called the meeting to order at 10:10 a.m. Also present were Wayne Condrey, Harriet Chinn, Liz Giovane, Carolyn Gorman, Barbara Kauneckas, Sue Kosinski, Sue Lindsey, Janice Mahoney, Jo Ann Perkins, Henry Riely, Lee Scripture, and Trent Jones.

Minutes: The October 4th Executive Committee meeting minutes were approved.

Treasurer's Report: The budget is close to being finalized. It will be posted soon and voted on in January 2018.

President's Updates:

- Claire Adams is the new Communications Chair. She and Cathie met to review the responsibilities of this position. Tami will ask each committee chair to list activities planned throughout the year for publication purposes.
- VMGA meeting on December 9th at St. Francis: Set up will be around 8:45 a.m. Janice will create a short presentation about Teaching Gardens. Ted will pick up lunches.
- Christmas Party at The Inn of Montross: Tami is taking reservations for lunch. There will be some games; Liz will award Help Desk prizes.
- Scholarship Committee: Ted Munns, Lee Scripture, Bonnie Schaschek, and possibly Martha Frank will work with Trent to develop scholarship guidelines.

Committee Updates:

- **Extension Leadership:** Bill is setting up a Gmail account for the domain and hopes to have a new provider soon.
- **Help Desk:** Liz will meet with those interested in reviewing Help Desk procedures and reporting following the January 17, 2018 meeting. An email will be sent to members.
- **Plant Clinics:** All rain barrels are sold! Farmers markets in Irvington on Nov 4th and Tappahannock on November 18th will conclude the season.
- **Teaching Gardens:** Janice reported that the Birthplace garden will close soon; by the end of November the Farm Museum garden will also close. Sweet potatoes, green beans, kale and collards were harvested this week.
- **Community Education:** Carolyn reported that Diane Hagler is stepping down as chair of the Hort Therapy program at The Orchard. A chair or two co-chairs are needed or the program will need to be turned over to The Orchard. Presently there are four EMG's

who regularly volunteer. Tami will seek volunteers at the November monthly meeting. About 20 residents regularly participate and several staff members are involved and present at events.

- **Volunteer Management:** Sue K suggested reducing the number of options when reporting hours. Trent doesn't need the detail we currently have. Bill will check with John Freeborn.

The meeting adjourned at 11:10 a.m.

Barbara Kauneckas, Secretary