# DMGA Board Meeting

# March 20, 2023

***VCE Extension Office, Danville, VA***

***Attendees:*** *Billy Holley , Debra Bailey, Ann Sylves, Bonnie Hill, Kelly Adcock, Corey Reidel*

 ***Call to order:***

* The meeting was called to order at 4:00 p.m. by President, Billy Holley.

# Minutes and Treasurers Report

# Minutes of January 19, 2023, Board Meeting were approved. The Action Items list was reviewed and updated.

* The Treasurers’ report was presented at Business meeting on March 6, 2023; no updates or changes since then.

 ***Programs 2023***

* Ann reported that April 3 meeting program, Annie Baggett from Sunshine Lavender Farms, is all set on “How to Keep Lavender Alive”. Annie will bring lavender plants ordered online by DMGA members.
* Other programs include July 10, Corey, entomology/pollinators, August-Jacob Wall, Indoor Gardening; September-Trainee graduation and Risk Management and Civil Rights-Corey; November – Bats by Amanda Rhyne; December-Christmas social. October is still open, Ann is checking on contact at City of Danville about River-Water runoff garden planning.

 ***Updates from Corey***

* Introduction of Nancy Thompson, newly hired Secretary for the Extension Office. Already she has gone through and organized all the filing/storage cabinets, including DMGA records and materials.
* Will be working on the background checks for all current DMGA members. Will pay for it out of Extension Funds. Membership info in Better Impact is up to date. Will have to be done again in 3 years, discussed having this included in DMGA budget going forward.
* Upcoming training class labs are April 8 (Soils-Dr. Laura Meder-Averett) and April 22 (Woody Plants and Pruning-Jessica Smith-City of Danville). Asked that Bonnie send notice to membership for any who want to attend April 8 lab (up to 6) and April 22 lab (no limit since outside).
* Has contacted Olde Dominion Agricultural Center to reserve the February 3, 2024, date for Spring to Green. Reserved through the Extension Office, $300 +/- depending on catering option. Olde Dominion is aware that the reservation is for Spring to Green event.
* Spring to Green speaker fees – discussed whether contracts have to go through Virginia Tech; he will check on this.

***Projects and Committees***

* Billy has talked with Sandy Pruitt about organizing a DMGA Plant Sale for April 15, 2023. The Butterfly House will be re-opening and we have permission to have our sale outside on the Train Station steps. Plants from Gibson Greenhouse will be offered for sale, with proceeds divided equally between DMGA and Gibson Greenhouse Fund. This will be discussed further at the April meeting.
* Debra stated that she plans to meet with Spring to Green committees by the end of April. She plans to schedule speakers that do not have to travel a great distance, a limited number of vendors and other activities. Will have to make decisions about food, registration fees, etc.

 ***Planning for 2023-2024 Budget***

* Budget needs to be presented at the May meeting and voted on at the June 2023 meeting.
* Budget items for 2022-2023 and 2023-2024 reviewed. With no major fundraising being planned for 2023, plan is to spend what we have to and reduce the budget item when we can.
* Current and future budget items were discussed, including Spring to Green; literature racks and Background Checks ($7 per member every 3 years). Tentative budget will be typed up by Kelly and sent to Board members for review in the next week or two.
* Dues – Kelly will remind members at the April meeting about dues and after that will contact those in arrears by email.

***Memorials***

* The Board noted the loss of retired Extension Agent, Stuart Sutphin, and friend of DMGA-local Bluebird and plant authority, Vickie Fuquay. The Board voted to send $50 to the Danville Cancer Association and $50 to the Riceville-Java Volunteer Fire Department in memory of Stuart.

 ***Meeting Notice***

* Meeting notice for April 3 meeting has been sent by email, along with the March meeting minutes, to all current members and trainees.

 ***Refreshments/Social Committee***

* April refreshments will be provided by Sandy Pruitt and Jim Clark.
* Sign-up for Committee Chairman and monthly refreshments will be encouraged at the meeting.

 ***Other: Tentative Agenda for April 3, 2023 Business Meeting:***

* Call to Order – Billy
* Moment of Silence-the loss of Stuart Sutphin and Vickie Fuquay
* Minutes Approval - Billy
* Treasurers Report – Kelly
* Budget Committee Report – Billy
* Programs 2023 Update – Ann Sylves
* Website and Newsletter Updates
* DMGA Project and Committee Reports - Debra
* DMGA 2023 Training Program - Corey

**The next board meeting: TBD**

***The meeting adjourned at 5:00 p.m.***

***Respectfully submitted,***

***Bonnie Hill, Secretary***

**ACTION ITEMS:**

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| --- | --- | --- | --- | --- | --- |
| **#** | **Responsibleparty** | **Description** | **DUE DATE** | **COMPLETED****YES OR NO/Date** |  **UPDATE** |
| 1 | Debra | Prior Spring to Green – research on costs, expenses, profit | May |  | Committee will be meeting April-May 2023 |
| 2 | Kelly | Preparation of Tentative Budget, send to Board Members for review and approval | Before May 1 DMGA meeting |  | Based on Board discussion at March 20 meeting |
| 3 | Corey | Background Checks for DMGA members | April-May |  | In the works |
| 4 | Bonnie | DMGA member signup for Training Labs in April – email information | March 31 | Yes | Sent March 31 2023 |
| 5 | Kelly |  Contributions sent in memory of Stuart Sutphin | April |  |  |
| 5 | Kelly | Contact members in arrears on dues | April |  |  |
| 6 | Corey | Spring to Green speaker fee contracts-guidelines from Virginia Tech | May |  |  |
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