

**Virginia Native Plant Society  
Potowmack Chapter Board Meeting  
1 August 2019**

The meeting was held at the Woodrow Wilson Library in Falls Church. It was called to order at 7:30 P.M. by Alan Ford, president. Board members present were Laura Anderko, Margaret Chatham, Roberta Day, David Gorsline, Scott Knudsen, Donna Murphy, Mark Murphy, Patricia Salamone, and Rod Simmons.

Alan reported that the Potowmack Chapter had sent a letter to the Virginia Department of Environmental Quality (DEQ) stating concerns about the potential impact to wetlands of the new Potomac Yards Metro station. The comment period ended on 31 July.

#### **MINUTES**

The minutes from the 6 June 2019 board meeting were approved with one revision for clarity.

#### **TREASURER'S REPORT**

Scott provided copies of the updated budget versus actuals. He noted that there was a good match in 2018 between the budget and the actual income and expenses and that we have a gap in our 2019 actual expenses because we have not yet been billed for the use of the meeting room at Green Spring for 2019. Since the proposed FY20 budget includes spending from our savings, there was a question about how much we have in our savings and how long we can sustain these over-budget expenditures. Scott reported that we have a total of about \$42,000. The board agreed that at some point we should define what reserve we want to maintain as we continue to spend down our savings (for example, one year's expenses).

Scott reported that the external audit conducted on 7 July was successful. The audit was conducted by Todd Minners, Treasurer of the Arlington Chapter of the Virginia Master Naturalists. Congratulations to Scott and Alan!

Scott also reported that, while preparing for the audit, he found a receipt for a lunch that Alan had bought for the Grass Bunch in June 2018. The receipt had never been submitted to the board to approve its payment. Scott asked if the board might approve payment of \$226.63 to Alan for the year-old expense. The board approved the payment.

#### **MEMBERSHIP**

David reported that we now have 504 members. Fifty seven new members have joined since the start of the year and we now have 55 life members.

#### **PROGRAMS**

The chapter is co-sponsoring the "Songs of Insects" presentation by Wil Hershberger on 11 September at Huntley Meadows Park, starting at 7 P.M. The presentation will explore the world of singing insects using nature images and sound recordings. Laura has been contacted about a professor at GMU who does research on tent caterpillars and is trying to get her as a speaker. We are still looking for speakers for October and November. Our chapter annual meeting will be on Sunday, 17 November, starting at 12:30, pending availability of the room at Green Spring.

#### **PROPAGATION**

The first Wednesday sales will continue through October. The big fall sale at Green Spring Gardens Park be on 21 September from 9-3.

Scott Fredericks has provided some bee boxes to be installed in the propagation area. The nature of the repairs needed to the shed is still to be determined. Removing the trumpet vine did not trigger a need to replace the shingles after all, but Scott still thinks we need to replace the foundation. No expense is anticipated, though.

#### **BUDGET**

The board discussed the draft FY2020 budget and recommended a few small changes which were made after the meeting.

#### **OTHER BUSINESS**

Roberta informed the board that she is resigning as publications chair. She will still stay involved in chapter activities. Thank you, Roberta!

Mark suggested the idea of selling Potowmack Chapter T-shirts through an online marketplace like Zazzle or Lands' End to generate more publicity. We tabled this idea for future discussion,

#### **ADJOURNMENT AND FUTURE MEETINGS**

The board meeting was adjourned at approximately 8:50 P.M. The next board meeting is scheduled for Thursday, 5 September 2019, at 7:30 P.M.

Respectfully submitted, Patricia P. Salamone, Secretary