

Virginia Native Plant Society
Potowmack Chapter Board Meeting
January 6, 2020

Opening and Attendance

The meeting was conducted via Zoom with the assistance of Mark Murphy, Vice President in keeping with the best practices during the Covid outbreak.

The meeting is called to order at 7:00 pm by Alan Ford, Chapter President

Board Members

Mark Murphy, Vice President
Scott Knudsen, Treasurer
Patrick Siren, Secretary
Laura Beaty, Propagation / Plant Sales Committee Chair
Margaret Chatham, Newsletter Committee Chair
Nelson DeBarros, Botany Committee Chair
Donna Murphy, Member at Large
Margaret Fisher, Member at Large
Judy Dority, Member At Large
Rod Simmons, Site Registry Committee Chair

Chapter Members

Patrice Thacker
Gale Minnich

Chair Reports

Treasurer

Scott Knudsen, Chapter Treasurer presents several reports for the Board's review.

1. 2021 Financial Report

Final income for 2021 exceeded budget expectations by more than \$13k driven, Scott noted, by the success of this year's First Wednesday Sales. Income from these sales exceeded even the last pre-Covid plant sales in 2019 despite having only one major sale event in 2021, the Spring Plant Sale.

2. 2022 Budget

Treasurer Knudsen has added projections for sales and expenses related to Plant Nova Native Social Campaign (PNNSMC)* in order to track chapter donations, sales and other expenses related to our partnership with PNNSMC. President Ford closes the report with an emphasis on the importance of transparency in the Chapter's management of the PNNSMC resource.

In further comments President Ford reports that the next edition of the Plant Nova Natives Guides are expected to be printed in March or April, but the COVID landscape has inhibited our ability to secure clear pricing on printing, paper, shipping, etc. The President urges the Chapter Treasury to ensure that the PNNSMC budget records are up to date so that the Steering Committee can make timely and accurate decisions about the volume of new copies.

**Previously referred to as Plant Nova Native Guides*

3. 2021 Revenue Overview

The Treasurer reports that 50% of the Chapter's revenue came from Sales Income with the remaining 50% predominately split between Member Dues and PNNMSC Sales. The remainder was made up of New Memberships and Miscellaneous sources.

The Greenspring Internship dominated the Chapter's 2021 expenses, making up 40% of the total. Approximately 20% went to sales commissions paid to our partners at FROGS; Special Programs, Special Board Actions and Newsletter expenses made up 8-10%; and Miscellaneous expenditures made for less than 17% of the total.

Plant Rescue

No new Plant Rescues in January, February is also TBD.

Membership

Chapter Vice President Mark Murphy reports that as of this meeting we are 582 Members!

Member Forum

Visiting member Gale, in an unfortunate report, has seen that the plant rescue area at Braddock and Roberts Roads has been cleared and removed completely. She and Propagation Chair Laura Beaty praised the plant rescue volunteers for staying diligent in their respect for the property bounds on this project and lament the destruction of the area. Gale commented that driving by the empty space has become a source of inspiration to redouble her efforts to get involved with local wildflower preservation efforts.

Old Business

Greenspring operating agreement

President Alan Ford spoke with Judy Zetsig, Operating Manager at Greenspring Gardens, who reports that our Operating Agreement is still under legal review. The President notes that the Chapter's existing Memorandum of Understanding (MOU) remains in place, allowing us to continue operating the VNPS Potowmack propagation beds at Greenspring Gardens. Furthermore, Ms. Zetsig has given us permission to continue paying our fees to Greenspring while the new agreement is under review, reports Treasurer Knudsen.

Bonding Bylaws

Vice President Murphy reports that VNPS State has increased their Liability insurance bond to cover malfeasance amounts of up to \$100k. The Board agrees that the States coverage meets the Bonding Requirements outlined by the Potowmack Chapter's bylaws, however, the Chapter President comments that he finds the language set in the bylaws to be more restrictive.

New Business

In-Person Activities, Mask Message

Having presented several options on policy and messaging in regards to the Chapter's mask policy for in-person events, President Ford will raise the Board's comments to the Executive Committee. Popular options include requesting, not requiring masks at outdoor events, allowing Walk Leaders to provide masks and cancel events for discretionary health concerns, and adding language to individual event postings reflecting the chapter's mask policy.

Budget Advisory Committee

The Executive Committee proposes that the board establish an ad-hoc Budget Advisory Committee tasked with advising the Chapter Board on investment opportunities from new programs to operations and maintenance needs to be considered for the 2023 budget. The committee has an initial duration of one year and will prepare recommendations on a July/August timeline. Chapter Treasure Scott Knudsen has been appointed Ex Officio to ensure the budget committee has access to any budget information resources it needs. The committee has resolved to meet within a week and again prior to the next Board meeting and will be reaching out to individuals for volunteers.

Board Volunteers: Margaret Chatham, Laura Beaty

In a related motion, the Board asks Propagation Chair Laura Beaty to report on potential budgetary assistance for the Propagation Beds.

Natural Area Preserves Fund

The Board unanimously passed a Motion brought by Vice President Murphy to donate \$1000 to the VNPS Natural Area Preserves Fund

Sale of Invasive Plants Guides

The Board Unanimously passes a motion to sell a bulk of Invasive Plants Guides to the Fairfax County Park Authority at a substantial discount. President Ford notes that our chapter has five more cases on the way so we're glad to give our partners the extra support.

Closing

Chapter President Alan Ford adjourns the meeting at 8:30pm