

Douglas County Master Gardeners Chapter Meeting Minutes

May 30, 2013

The OSU Douglas County Master Gardeners chapter meeting was called to order at 10:06 AM on May 30, 2013 by Vice-President **Fred Alley**. Fifty seven members were in attendance. The agenda was accepted as written. The minutes of the April 2013 chapter meeting were approved as written.

HORTICULTURE AGENT – At **Vicki McAlister**'s suggestion, **Steve Renquist** has scheduled a class on summer pruning, with an emphasis on fruit production and bud formation for future years. It will be on Tuesday, June 4th, from 9:00 to 11:00 AM at the Discovery Garden. Steve announced that Gail Langellotto-Rhodaback, OSU's coordinator for the Master Gardeners program, has received tenure from OSU. Gail would be an excellent presenter for a future Continuing Education program. **Judy Mercer** suggested that we grow pollinator plants for the Plant Sale, along with nesting boxes.

MEMBERSHIP DIRECTOR – **Vicki McAlister** announced that printed copies of the membership roster, along with OMGA membership cards, are available.

OMGA REPRESENTATIVE – **Rosemary Brinkley** reported that she and **Michelle Harding-Olson** are traveling to Pendleton this weekend for the OMGA quarterly meeting. On-line registration for Mini-College is available at www.oregonmastergardeners.org. Rosemary and Michelle have volunteered to make the table decorations and program for the awards banquet at Mini-College.

NOMINATING COMMITTEE – The Nominating Committee (**Rosemary Brinkley, Mik Carlson, Leo Grass**) is recommending the following slate of candidates: **Michelle Harding-Olson** (President), **Fred Alley** (Vice-President), **Janet Parkerson** (Secretary), **Vicki McAlister** (Treasurer), **Ruth Stafford** (Membership Director), **TBD** (OMGA Representative), **Rosemary Brinkley** (OMGA Alternate) and **Larry Sutton** (Past-President). [*Sharon Hopkins has since agreed to run for OMGA Representative.*]

TREASURER – **Toni Rudolph** reviewed the Treasurer's Report (*see attached*). The deadline for the Mini-College scholarships is June 30th, so this information needs to be announced to the membership.

PAST PRESIDENT -- **Judy Huntley** announced that the annual Awards Banquet will be September 28, 2013. She is soliciting ideas for the main dish.

VICE PRESIDENT – **Fred Alley** reported that today's Continuing Education presenter, Cindy Bright-Pierre, may return next year to talk about birds. The May issue of Sunset Magazine has an article about plants that attract bees.

PRESIDENT – **Larry Sutton** was not present

COMMUNITY OUTREACH – **Leo Grass** gave a tour of the Discovery Garden to a group of Head Start kids. He is soliciting ideas and help for the Douglas County Fair, August 7 – 10th. Perhaps we can develop a display about native plants and pollinators.

PLANT CLINIC – **Judy Mercer** reported that volunteers and alternates are needed for July and August in the Plant Clinic. The number of client contacts in April was 16, with 242 thus far in May. **Karolyn Riecks** and **Carol Bolt** are the new coordinators for the Umpqua Valley Farmers Market. **Jim and Joni Leet** have the adjacent booth at the Farmers Market, and transport the market canopy for us. **Maureen Benice** distributed the sign-up sheet for Kruse Farms.

DISCOVERY GARDEN – **Julie Stanbery** thanked **Randy Briggs** of Cowboy Tree Service for pruning the Doug fir trees at the Discovery Garden, which produced two truckloads of wood chips. She recognized **Janet Parkerson** and **Karen Glatz** for taking responsibility for irrigation. Volunteers are needed to help weed-whack. **Doug Holloway** removed a lot of trash, including unneeded used pots. **Elva Sellens** has planted the dahlias. **Tasha King** is starting on the rock garden. **Judy Dake** thanked **Sharon Hopkins, Betty Bean, Jack Wright**

and **Dave Hopkins** for their work in the Children's Garden. **Renee McElhatton** has volunteered to help repair the stepping stones.

DISCOVERY GARDEN SIGNAGE – Jen Bailey reported that we were awarded a \$500 Extension Educators grant from OMGA, to launch Phase 1, developing signs for the Xeriscape Garden and a new entry kiosk. The Signage Committee is meeting directly after this meeting.

AWARDS – Betty Ison reported that **Renee McElhatton** has received her 60-hour swinger bar.

PUBLICITY – Bonnie Courter had nothing to report.

HALLMARK – Linda Thames was not present. **Larry Sutton's** mother has passed away. **Tasha King** reported that **Paula Yingst** has returned home from rehab in Eugene.

NEWSLETTER – Jen Bailey reminded everyone the deadline for the newsletter is tomorrow. She will be asking for job descriptions from committee heads for the new Policies and Procedure Manual.

OLD BUSINESS – None

NEW BUSINESS – None.

SHOW-AND-TELL – Judy Mercer demonstrated a watering can with a revolving spout, and a handy pair of pruning clippers.

ADJOURNMENT – The meeting was adjourned at 11:10 AM.

Respectfully submitted,

Jen Bailey

Account Balances - As of 5/30/2013

As of 5/30/2013

5/30/2013

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Account	5/30/2013 Balance
Bank Accounts	
Checking-Umpqua Bank	4,586.97
Money Market-Reserves-Umpqua Bank	6,659.10
Money Market-Umpqua Bank	35,076.53
TOTAL Bank Accounts	46,322.60
OVERALL TOTAL	46,322.60

Cash Flow

4/23/2013 through 5/30/2013

5/30/2013

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Category	4/23/2013- 5/30/2013
INFLOWS	
Dues-hardcopy newsletter	5.00
Dues-membership	10.00
Interest Income - Bank	0.83
PSP Income	
Clinic & Office	
Soil Testing	205.00
TOTAL Clinic & Office	205.00
TOTAL PSP Income	205.00
Special Events	
Plant Sale Income	
Drawings	864.25
Entrance Fees	2,366.06
Plant Sales	
Sales-event	19,719.63
Sales-post	739.50
Sales-pre	2,300.75
TOTAL Plant Sales	22,759.88
Vendor Booth	2,641.00
TOTAL Plant Sale Income	28,631.19
Special Events-other	
Compost Tea	232.00
Quilt Raffle	105.00
TOTAL Special Events-other	337.00
TOTAL Special Events	28,968.19
TOTAL INFLOWS	29,189.02
OUTFLOWS	
Management & General	
Hospitality	-3.00
TOTAL Management & General	-3.00
PSP Expense	
Advanced Training	
Newsletter	
Postage	96.60
TOTAL Newsletter	96.60
TOTAL Advanced Training	96.60
Clinic & Office	
Website Development	43.00
TOTAL Clinic & Office	43.00
Discovery Garden	
Irrigation	6.29
Maintenance	19.94
Water - River Forks meter	2.78
Xeriscape	9.97
TOTAL Discovery Garden	38.98
HLC	
Maintenance	74.50
Toilet Repairs & Supplies	14.99
Victory Garden	181.52
TOTAL HLC	271.01
TOTAL PSP Expense	449.59
Special Events Expense	
Plant Sale Expense	

Cash Flow

4/23/2013 through 5/30/2013

5/30/2013

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Category	4/23/2013- 5/30/2013
Contributions - Plant Sale Volunteers	199.55
Electrical - meter 23609558	820.54
Supplies	162.83
Water - Pitchford meter	45.00
TOTAL Plant Sale Expense	1,227.92
TOTAL Special Events Expense	1,227.92
TOTAL OUTFLOWS	1,674.51
OVERALL TOTAL	27,514.51

Budget - Current Year

1/1/2013 through 12/31/2013 Using 2013 Budget

5/30/2013

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Category	1/1/2013 Actual	- Budget	12/31/2013 Difference
INCOME			
Donations	0.00	0.00	0.00
Contributions	25.00	0.00	25.00
Grants	0.00	0.00	0.00
Pavilion	0.00	0.00	0.00
TOTAL Donations	25.00	0.00	25.00
Dues-hardcopy newsletter	220.00	200.00	20.00
Dues-membership	2,430.00	2,400.00	30.00
Interest Income - Bank	3.44	10.00	-6.56
PSP Income	0.00	0.00	0.00
Clinic & Office	0.00	0.00	0.00
Soil Testing	445.00	800.00	-355.00
TOTAL Clinic & Office	445.00	800.00	-355.00
TOTAL PSP Income	445.00	800.00	-355.00
Special Events	0.00	0.00	0.00
Plant Sale Income	0.00	0.00	0.00
Drawings	864.25	750.00	114.25
Entrance Fees	2,366.06	3,100.00	-733.94
Plant Sales	0.00	0.00	0.00
Sales-event	19,719.63	19,600.00	119.63
Sales-post	739.50	1,000.00	-260.50
Sales-pre	2,306.25	2,550.00	-243.75
TOTAL Plant Sales	22,765.38	23,150.00	-384.62
Vendor Booth	2,641.00	2,500.00	141.00
TOTAL Plant Sale Income	28,636.69	29,500.00	-863.31
Special Events-other	0.00	0.00	0.00
Bake Sale	0.00	1,000.00	-1,000.00
Compost Tea	232.00	900.00	-668.00
Misc Events	213.00	0.00	213.00
Quilt Raffle	105.00	0.00	105.00
Trash-To-Treasure Sale	3,310.75	2,000.00	1,310.75
TOTAL Special Events-other	3,860.75	3,900.00	-39.25
TOTAL Special Events	32,497.44	33,400.00	-902.56
TOTAL INCOME	35,620.88	36,810.00	-1,189.12
EXPENSES			
Management & General	0.00	0.00	0.00
Awards & Banquet	0.00	0.00	0.00
Awards	0.00	350.00	350.00
Banquet	0.00	750.00	750.00
TOTAL Awards & Banquet	0.00	1,100.00	1,100.00
Conferences	0.00	0.00	0.00
Chapter Meetings	0.00	50.00	50.00
OMGA Travel	0.00	460.00	460.00
TOTAL Conferences	0.00	510.00	510.00
Dues-OMGA	1,694.00	1,680.00	-14.00
Grants&Gifts&Scholarships	0.00	0.00	0.00
4-H Donation	60.00	80.00	20.00
Endowment	0.00	1,000.00	1,000.00
Gifts - Hallmark	0.00	50.00	50.00
Memorial	0.00	100.00	100.00
Officer Gifts	0.00	60.00	60.00
Scholarships	0.00	1,500.00	1,500.00
TOTAL Grants&Gifts&Scholarships	60.00	2,790.00	2,730.00

Budget - Current Year

1/1/2013 through 12/31/2013 Using 2013 Budget

5/30/2013

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Category	1/1/2013 Actual	- Budget	12/31/2013 Difference
Historian	0.00	25.00	25.00
Hospitality	145.00	150.00	5.00
Liability Insurance	0.00	670.00	670.00
OMGA Chapter Display	0.00	200.00	200.00
OMGA Search for Excellence	0.00	0.00	0.00
Postage for Executive Board	0.00	30.00	30.00
Print Check Charges	20.42	25.00	4.58
Supplies for Executive Board	0.00	50.00	50.00
TOTAL Management & General	1,919.42	7,230.00	5,310.58
PSP Expense	0.00	0.00	0.00
Advanced Training	0.00	0.00	0.00
Continuing Education	0.00	100.00	100.00
Newsletter	0.00	0.00	0.00
Postage	96.60	291.00	194.40
TOTAL Newsletter	96.60	291.00	194.40
TOTAL Advanced Training	96.60	391.00	294.40
Capital Expenditures	0.00	0.00	0.00
Greenhouse - 5 included	0.00	0.00	0.00
Greenhouse Plumbing & Irrigation	6.64	500.00	493.36
TOTAL Capital Expenditures	6.64	500.00	493.36
Clinic & Office	0.00	0.00	0.00
Farmers Markets	0.00	35.00	35.00
Insects	0.00	65.00	65.00
Library	0.00	100.00	100.00
Plant Clinic & Office Supplies	0.00	0.00	0.00
Soil Testing	76.29	120.00	43.71
Website Development	43.00	50.00	7.00
TOTAL Clinic & Office	119.29	370.00	250.71
Community Outreach	0.00	0.00	0.00
Fair Booth	0.00	0.00	0.00
Home Show	0.00	0.00	0.00
Speakers Bureau	0.00	97.00	97.00
TOTAL Community Outreach	0.00	97.00	97.00
Discovery Garden	0.00	0.00	0.00
Brochures	0.00	0.00	0.00
Butterfly	0.00	250.00	250.00
Childrens	0.00	420.00	420.00
Compost	0.00	100.00	100.00
Easy Access (Container Garden)	0.00	550.00	550.00
Electric - meter 23609842	0.00	400.00	400.00
Entry	0.00	90.00	90.00
Hedgerow	0.00	0.00	0.00
Herb	0.00	150.00	150.00
Iris	0.00	50.00	50.00
Irrigation	6.29	600.00	593.71
Japanese	0.00	220.00	220.00
Kiosk - donor board	0.00	50.00	50.00
Maintenance	123.16	500.00	376.84
Mulch	0.00	300.00	300.00
Orchard	0.00	125.00	125.00
Ornamental	0.00	125.00	125.00
Pavilion	0.00	0.00	0.00
Raised Beds (dalia-daylily-lily)	0.00	100.00	100.00
Rock Garden	0.00	500.00	500.00
Rock Garden - 2012 GRANT	0.00	2,000.00	2,000.00

Budget - Current Year

1/1/2013 through 12/31/2013 Using 2013 Budget

5/30/2013

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Category	1/1/2013 Actual	- Budget	12/31/2013 Difference
Shade Garden	0.00	0.00	0.00
Signage	0.00	250.00	250.00
Straw Bale Garden	0.00	65.00	65.00
Sun Garden	0.00	100.00	100.00
Water - River Forks meter	2.83	125.00	122.17
Xeriscape	9.97	280.00	270.03
TOTAL Discovery Garden	142.25	7,350.00	7,207.75
HLC	0.00	0.00	0.00
Annual Pumping Expense - diver in river	0.00	500.00	500.00
Greenhouse Supplies	12.99	400.00	387.01
Maintenance	321.91	600.00	278.09
Toilet Repairs & Supplies	14.99	150.00	135.01
Victory Garden	460.00	460.00	0.00
TOTAL HLC	809.89	2,110.00	1,300.11
Winter Program	0.00	0.00	0.00
Cleaning the carpet after class	0.00	50.00	50.00
New Class - Supplies	0.00	20.00	20.00
Speakers	350.00	350.00	0.00
TOTAL Winter Program	350.00	420.00	70.00
TOTAL PSP Expense	1,524.67	11,238.00	9,713.33
RESERVES for unexpected expenses	0.00	0.00	0.00
Special Events Expense	0.00	0.00	0.00
Plant Sale Expense	0.00	0.00	0.00
Advertising	2,348.81	2,350.00	1.19
Contributions - Plant Sale Volunteers	199.55	350.00	150.45
Electrical - meter 23609558	1,717.76	4,200.00	2,482.24
Exhibit Fees	2,172.00	2,272.00	100.00
Next Year Seed	104.75	750.00	645.25
Next Year Supplies - McConkey	0.00	1,900.00	1,900.00
Plants	89.08	1,000.00	910.92
Propane	682.72	4,000.00	3,317.28
Supplies	469.01	2,200.00	1,730.99
Vendor Costs	0.00	400.00	400.00
Water - Pitchford meter	112.28	500.00	387.72
TOTAL Plant Sale Expense	7,895.96	19,922.00	12,026.04
Special Events-other	0.00	0.00	0.00
Bake Sale	52.77	100.00	47.23
Compost Tea	0.00	120.00	120.00
Taste-Off	0.00	0.00	0.00
Trash-To-Treasure Sale	194.66	250.00	55.34
TOTAL Special Events-other	247.43	470.00	222.57
TOTAL Special Events Expense	8,143.39	20,392.00	12,248.61
TOTAL EXPENSES	11,587.48	38,860.00	27,272.52
OVERALL TOTAL	24,033.40	-2,050.00	26,083.40