

# Douglas County Master Gardeners Chapter Meeting Minutes

## June 27, 2013

The OSU Douglas County Master Gardeners chapter meeting was called to order at 10:02 AM on June 27, 2013 by President **Larry Sutton**. Fifty one members were in attendance. The agenda was accepted as written. The minutes of the May 2013 chapter meeting were approved as written.

**HORTICULTURE AGENT** – Steve Renquist reported that Gary Groth, Douglas County Land Department, has proposed that the Master Gardeners help develop a long-term management plan for the trees at River Forks Park. A representative of the Oregon Department of Forestry will provide one day of training, followed by one or two days of surveying trees in the park. Contact Steve if you are interested.

**Barb Robinson** has suggested that we consider purchasing the on-line interactive version of the Sunset Western Garden book for the Plant Clinic's computer.

**MEMBERSHIP DIRECTOR** – **Vicki McAlister** has updates to the membership roster available at the meeting and at the Plant Clinic. The latest membership roster will be distributed via e-mail within the week.

**OMGA REPRESENTATIVE** – **Rosemary Brinkley** reviewed the following news from OMGA:

- Upcoming deadlines for Mini-College: July 8<sup>th</sup> for early-bird room reservation, July 17<sup>th</sup> for leadership registration, August 2<sup>nd</sup> as final registration deadline. She needs donations of door prizes and raffle items by July 26<sup>th</sup>.
- The PNW manuals are available, and cost \$47 each. It is not possible to replace individual updated pages each year – the entire manual must be purchased instead.
- OMGA now requires two signatures on all checks over \$1,000.
- The PNW weed book is being revised.
- Special service bars for 20+ years of service will be awarded at Mini-College.
- OMGA will pay \$850 in matching funds to cover lodging and registration costs for the Search for Excellence winner to attend and present at the International Master Gardeners Conference this September.

**TREASURER** – **Toni Rudolph** reviewed the Treasurer's Report (*see attached*). She noted that Umpqua Bank will require a \$1,000 minimum balance per account, or else a \$10/month service charge will be applied. This should not be a problem, but should be tracked. Toni is concerned that we under-budgeted the electric and water costs. She is recommending that we delay considering donating \$1,000 to the endowment fund until November.

The membership approved the motion to fund \$1,000 for greenhouse capital improvement.

The membership approved the motion to pay \$850 (to be matched by OMGA), to send Judy Mercer to the International Master Gardeners Conference this September.

**VICE PRESIDENT** – **Fred Alley** thanked **Renee Coen** for hosting today's meeting. July's meeting will be at **Bonnie Courter's** home in Dixonville. Fred has received a number of suggestions for future Continuing Education sessions, and is soliciting more.

**PAST PRESIDENT** – **Judy Huntley** reminded everyone that the annual Awards Banquet will be September 28, 2013.

**PRESIDENT** – **Larry Sutton** reminded everyone that the deadline for Mini-College scholarships is today. He read a thank you card from the Growing Healthy Kids program. Larry thanked everyone for their condolences on the recent passing of his mother.

**COMMUNITY OUTREACH** – **Leo Grass** is at 4H camp.

**PLANT CLINIC** – **Judy Mercer** distributed the sign-up calendar for the Plant Clinic. **Diane Twete** distributed the Kruse Farms sign-up calendar – only three slots need to be filled. **Karolyn Riecks** distributed the sign-up calendar for the Umpqua Valley Farmers Market.

**DISCOVERY GARDEN** – **Julie Stanbery** explained that John Punches thought we might be able to locate new mowing equipment via a web site listing surplus equipment owned by the federal government. **Dennis Moore** volunteered to track this web site.

While Gary Groth (Douglas County Land Department) does not have funds to purchase gravel for the road, his department will donate the equipment and labor to spread the gravel that John Punches has agreed to purchase. The work will be done at the end of the summer

Julie thanked Neal Meyer and Hank Krohn for cleaning up tree limbs. **Renee McElhatton** and **Rosemary Brinkley** helped move wood chips around the new picnic area and dahlia beds. **Bill Howitt** volunteered to help with weed-whacking. **Janet Parkerson** and **Karen Glatz** have been handling the irrigation. The Xeriscape garden team has drastically reduced their water use. Please contact Julie if you want to adjust the watering of your garden.

**DISCOVERY GARDEN SIGNAGE** – **Karen Glatz** reported that they are working on four signs for the Xeriscape garden, as well as the main entry sign.

**VICTORY GARDEN** – **Mik Carlson** reported that they've delivered 288 lbs of produce from the Victory Garden to UCAN, along with 62 lbs from Master Gardeners' own gardens. The Victory Garden crew took a tour of UCAN, and was reassured that their produce is being distributed within a day. This has been a bad year for pea weevils and flea beetles in the Victory Garden. Half of the tomato plants had to be replaced due to herbicide damage of unknown origin.

**AWARDS** – **Betty Ison** reported that **Karen Glatz** and **Kay Rogers** have received their 60-hour swinger bars.

**PUBLICITY** – **Bonnie Courter** sent out public service announcements for Mini-College. She is getting new banners for next year. **Julie Stanbery** thanked Bonnie for her recent article in the News-Review, thanking contributors to the Plant Sale.

**HALLMARK** – **Linda Thames** announced that **Rose Estrada** had hip surgery, and **Barb Robinson** has had one of two surgeries for carpal tunnel. We received a thank you card from **Larry Sutton** for the condolences card Linda sent.

**NEWSLETTER** – **Jen Bailey** reminded everyone the deadline for the newsletter is tomorrow

**NOMINATING COMMITTEE** – **Rosemary Brinkley** read introductions to each of the nominees. This information will be published in the newsletter.

**OLD BUSINESS** – None

**NEW BUSINESS** – **Betty Ison** announced the Garden Open House on August 1<sup>st</sup>. Information will be published in the newsletter.

**SHOW-AND-TELL** – **Judy Huntley** asked **Steve Renquist** about bees dying off from spray. Steve cautioned that systemic insecticides and fungicides should not be applied until after flowering. A foliar application to trees last one week, and systemic applications last three to four weeks. **Bob Brindley** showed cardboard packing material from a shipment he received from Ireland, that could make good compost material. **Judy Mercer** thanked everyone for making possible her trip to the International Master Gardeners Conference.

**ADJOURNMENT** – The meeting was adjourned at 11:05 AM.

Respectfully submitted,

Jen Bailey

# Account Balances - As of 6/25/2013

As of 6/25/2013

6/25/2013

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Account	6/25/2013 Balance
<b>Bank Accounts</b>	
Checking-Umpqua Bank	2,808.91
Money Market-Reserves-Umpqua Bank	6,659.10
Money Market-Umpqua Bank	35,077.87
<b>TOTAL Bank Accounts</b>	<b>44,545.88</b>
<b>OVERALL TOTAL</b>	<b>44,545.88</b>

**Cash Flow**  
5/30/2013 through 6/25/2013

Category	5/30/2013- 6/25/2013
<b>INFLOWS</b>	
Donations	
Contributions	5.00
TOTAL Donations	5.00
Interest Income - Bank	1.34
PSP Income	
Clinic & Office	
Soil Testing	75.00
TOTAL Clinic & Office	75.00
TOTAL PSP Income	75.00
Special Events	
Plant Sale Income	
Plant Sales	
Sales-post	448.50
Sales-pre	80.00
TOTAL Plant Sales	528.50
TOTAL Plant Sale Income	528.50
Special Events-other	
Compost Tea	242.00
TOTAL Special Events-other	242.00
TOTAL Special Events	770.50
<b>TOTAL INFLOWS</b>	<b>851.84</b>
<b>OUTFLOWS</b>	
Management & General	
Hospitality	-3.00
TOTAL Management & General	-3.00
PSP Expense	
Discovery Garden	
Butterfly	205.13
Electric - meter 23609842	32.80
Irrigation	89.90
Orchard	34.99
Rock Garden - 2012 GRANT	962.10
Sun Garden	46.77
Water - River Forks meter	40.75
Xeriscape	102.15
TOTAL Discovery Garden	1,514.59
HLC	
Greenhouse Supplies	38.66
Maintenance	93.00
TOTAL HLC	131.66
TOTAL PSP Expense	1,646.25
Special Events Expense	
Plant Sale Expense	
Electrical - meter 23609558	127.17
Plants	279.30
Supplies	37.04
Vendor Costs	351.36
Water - Pitchford meter	190.64
TOTAL Plant Sale Expense	985.51
TOTAL Special Events Expense	985.51
<b>TOTAL OUTFLOWS</b>	<b>2,628.76</b>

# Cash Flow

5/30/2013 through 6/25/2013

6/25/2013

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Category	5/30/2013- 6/25/2013
<b>OVERALL TOTAL</b>	<b>-1,776.92</b>

## Budget - Current Year

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

6/25/2013

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Category	1/1/2013 Actual	- Budget	12/31/2013 Difference
<b>INCOME</b>			
Donations	0.00	0.00	0.00
Contributions	30.00	0.00	30.00
Grants	0.00	0.00	0.00
Pavilion	0.00	0.00	0.00
TOTAL Donations	30.00	0.00	30.00
Dues-hardcopy newsletter	220.00	200.00	20.00
Dues-membership	2,430.00	2,400.00	30.00
Interest Income - Bank	4.78	10.00	-5.22
PSP Income	0.00	0.00	0.00
Clinic & Office	0.00	0.00	0.00
Soil Testing	520.00	800.00	-280.00
TOTAL Clinic & Office	520.00	800.00	-280.00
TOTAL PSP Income	520.00	800.00	-280.00
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	1,188.00	1,000.00	188.00
Sales-pre	2,386.25	2,550.00	-163.75
TOTAL Plant Sales	23,293.88	23,150.00	143.88
Vendor Booth	2,641.00	2,500.00	141.00
TOTAL Plant Sale Income	29,165.19	29,500.00	-334.81
Special Events-other	0.00	0.00	0.00
Bake Sale	0.00	1,000.00	-1,000.00
Compost Tea	474.00	900.00	-426.00
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	4,102.75	3,900.00	202.75
TOTAL Special Events	33,267.94	33,400.00	-132.06
<b>TOTAL INCOME</b>	<b>36,472.72</b>	<b>36,810.00</b>	<b>-337.28</b>
<b>EXPENSES</b>			
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

6/25/2013

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Category	1/1/2013 Actual	- Budget	12/31/2013 Difference
Historian	0.00	25.00	25.00
Hospitality	142.00	150.00	8.00
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
<b>TOTAL Management &amp; General</b>	<b>1,916.42</b>	<b>7,230.00</b>	<b>5,313.58</b>
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
<b>TOTAL Newsletter</b>	<b>96.60</b>	<b>291.00</b>	<b>194.40</b>
<b>TOTAL Advanced Training</b>	<b>96.60</b>	<b>391.00</b>	<b>294.40</b>
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
<b>TOTAL Capital Expenditures</b>	<b>6.64</b>	<b>500.00</b>	<b>493.36</b>
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
<b>TOTAL Clinic &amp; Office</b>	<b>119.29</b>	<b>370.00</b>	<b>250.71</b>
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
<b>TOTAL Community Outreach</b>	<b>0.00</b>	<b>97.00</b>	<b>97.00</b>
Discovery Garden	0.00	0.00	0.00
Brochures	0.00	0.00	0.00
Butterfly	205.13	250.00	44.87
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	32.80	400.00	367.20
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	96.19	600.00	503.81
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	34.99	125.00	90.01
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	962.10	2,000.00	1,037.90

## Budget - Current Year

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

6/25/2013

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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	46.77	100.00	53.23
Water - River Forks meter	43.58	125.00	81.42
Xeriscape	112.12	280.00	167.88
<b>TOTAL Discovery Garden</b>	<b>1,656.84</b>	<b>7,350.00</b>	<b>5,693.16</b>
HLC	0.00	0.00	0.00
Annual Pumping Expense - diver in river	0.00	500.00	500.00
Greenhouse Supplies	51.65	400.00	348.35
Maintenance	414.91	600.00	185.09
Toilet Repairs & Supplies	14.99	150.00	135.01
Victory Garden	460.00	560.00	100.00
<b>TOTAL HLC</b>	<b>941.55</b>	<b>2,210.00</b>	<b>1,268.45</b>
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
<b>TOTAL Winter Program</b>	<b>350.00</b>	<b>420.00</b>	<b>70.00</b>
<b>TOTAL PSP Expense</b>	<b>3,170.92</b>	<b>11,338.00</b>	<b>8,167.08</b>
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	1,844.93	4,200.00	2,355.07
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	368.38	1,000.00	631.62
Propane	682.72	4,000.00	3,317.28
Supplies	505.85	2,200.00	1,694.15
Vendor Costs	351.36	400.00	48.64
Water - Pitchford meter	302.92	500.00	197.08
<b>TOTAL Plant Sale Expense</b>	<b>8,881.27</b>	<b>19,922.00</b>	<b>11,040.73</b>
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
<b>TOTAL Special Events-other</b>	<b>247.43</b>	<b>470.00</b>	<b>222.57</b>
<b>TOTAL Special Events Expense</b>	<b>9,128.70</b>	<b>20,392.00</b>	<b>11,263.30</b>
<b>TOTAL EXPENSES</b>	<b>14,216.04</b>	<b>38,960.00</b>	<b>24,743.96</b>
<b>OVERALL TOTAL</b>	<b>22,256.68</b>	<b>-2,150.00</b>	<b>24,406.68</b>