

Douglas County Master Gardeners Chapter Meeting Minutes

August 29, 2013

The OSU Douglas County Master Gardeners chapter meeting was called to order at 10:10 AM on August 29, 2013 by President **Larry Sutton**. Thirty nine members were in attendance. The agenda was accepted as written. The minutes of the July 2013 chapter meeting were approved as written.

HORTICULTURE AGENT – Steve Renquist was not present.

MEMBERSHIP DIRECTOR – Vicki McAlister reminded members who need replacement badges to contact the new Membership Director.

OMGA REPRESENTATIVE – Rosemary Brinkley reported that Mini-College attendance was disappointing. OMGA had hoped for 350 participants, but only got 250 (and 300 was the break-even point). They blame poor communication with individual Master Gardeners, and propose hiring someone to maintain a database of all Oregon Master Gardeners to contact them directly about Mini-College. Our chapter objects to this expense, as there is already a process in place for the OMGA State Representatives to act as a liaison between OMGA and their chapters. There's also a proposal to hire an Executive Director for OMGA, which our chapter opposes. We recommend instead that OMGA resume funding for Gail Langelotto's program.

TREASURER – Representing **Toni Rudolph, Vicki McAlister** reviewed the Treasurer's Report. Budget requests for 2014 are due by September 23rd. Final reimbursement requests for 2013 are due by December 15th. While we have not yet received the most recent water bills, we expect to be over-budget, due to recent water leaks.

VICE-PRESIDENT – Fred Alley reported that the September chapter meeting will be at the Discovery Garden.

PAST-PRESIDENT – Judy Huntley reminded members that the Awards Banquet will be September 28th, and circulated a sign-up sheet for food contributions. The theme is soups and salads.

PRESIDENT – Larry Sutton displayed a thank you card created by Cobb Street school kids, whom Beth Brown hosted at the Discovery Garden. John Panches confirmed that the Douglas County OSU Extension Endowment Fund has hit \$50,000. As **Michelle Harding-Olson** is out of town, Vice President **Fred Alley** will be Acting President until the Executive Board meeting in mid-September.

COMMUNITY OUTREACH – Leo Grass thanked **Bob Brindley** and **Pat Dinsmore** for contributing pictures of native pollinators and plants to our display at the Douglas County Fair. **Jim Leet** gave a class on winter gardening to the Westside Community Garden.

PLANT CLINIC – Chris Rusch reported for **Judy Mercer**, thanking volunteers and noting that there are many openings in September. The Plant Clinic has received almost 100 calls in August – mainly vegetable problems and lots of insect ID/advice.

KRUSE MARKET – Maureen Benice said there's one opening on September 21st to work at Kruse Farms.

DISCOVERY GARDEN – Julie Stanbery reported on a recent meeting of the Discovery Garden garden heads, where **Steve Renquist** gave a review of sustainable gardening principles and educating the public. The water leak has been fixed. Bats are back in the green shed. A lot of cleanup has been doing on in the shed – old garbage cans with lids are needed to store peat moss and perlite. All chemicals should be stored in the chemical room, not the green shed. Please drive slowly, as the driveway gets very dusty. Many thanks to **Karen Glatz** and **Janet Parkerson** for doing the watering. The garden heads need to get budget information to Julie by Friday, September 13th.

DISCOVERY GARDEN SIGNAGE – **Jen Bailey** reported that the garden heads met to select a color for their garden, which will be used for the map on the entry sign and for the gardens' signs. Each garden will have its own logo as well. The meeting went well, but we'll need to adjust some of the color selections, so that the map as a whole looks all right. **Karen Glatz** and **Nathan Baily** had a very productive meeting with the sign manufacturer, Sign Xpress, who addressed Nathan's questions about constructing the signs.

VICTORY GARDEN – **Mik Carlson** reported that the Victory Garden has donated 1,661 lbs of food to UCAN thus far this year. Members' and the Easy Access garden's donations total \$700.

AWARDS – **Betty Ison** reported that **Nathan Baily, Carol Bolt, Alixe Dancer, Neal Evans, Jill Garvin** and **Judy Murphy** have earned their 60-hour swinger bars. The County Master Gardener of the Year was announced at Mini-College, but we're keeping it secret until the Awards Banquet. OMGA awarded new swinger bars for twenty years of service. Four of our members are still active after twenty years: **Betty Ison, Julie Stanbery, Jack Wright** and **Roger Sawyer**.

GARDEN TOUR – **Betty Ison** thanked the hosts of the Open House gardens, and read a thank you note from the Rainbow Garden Club, who visited all but one of the gardens that day.

PUBLICITY – **Bonnie Couter** reported that the Chamber of Commerce is updating their web site, including the section mentioning the Discovery Garden, and would like pictures of the garden.

HALLMARK – **Linda Thames** reported that today is **Majorie Orr's** birthday. Marjorie appreciates calls and visitors. **Toni Rudolph's** husband Jim is having heart problems. She appreciates prayers, good vibes and humor.

NEWSLETTER – **Jen Bailey** reminded everyone that the deadline for submission is Friday.

TOMATO TASTE-OFF – **Bob Brindley** has found the results of last year's Taste Off, and they'll be published in the newsletter. The group discussed changes in the format for this year's tasting.

BAKE SALE – The Bake Sale will be on November 23rd this year.

OLD BUSINESS – None.

NEW BUSINESS – **Jen Bailey** presented the new Policies and Procedures Manual, and thanked all the contributors. A motion was made to adopt the Policies and Procedures Manual. The motion passed unanimously.

Ruth Stafford presented the Audit Committee's report. She, **Karolyn Riecks, Vicki McAlister** and **Toni Rudolph** met on July 22nd to review receipts, records and reports. All was in good order.

Jack Wright administered the oath of office to the new officers: **Ruth Stafford** (Membership Director), **Vicki McAlister** (Treasurer), **Janet Parkerson** (Secretary), **Rosemary Brinkley** (OMGA Representative) and **Fred Alley** (Vice President).

Julie Stanbery presented gifts of appreciation to outgoing officers **Larry Sutton, Jen Bailey** and **Vicki McAlister**.

SHOW-AND-TELL – **Betty Ison** showed off four on-the-vine tomatoes that had been left on a countertop, and begun to sprout new tomatoes.

The meeting was adjourned at 11:30 AM.

Respectfully submitted,

Jen Bailey

Account Balances - As of 8/26/2013

As of 8/26/2013

8/26/2013

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Account	8/26/2013 Balance
Bank Accounts	
Checking-Umpqua Bank	2,829.13
Money Market-Reserves-Umpqua Bank	6,659.10
Money Market-Umpqua Bank	31,081.27
TOTAL Bank Accounts	40,569.50
OVERALL TOTAL	40,569.50

Cash Flow
7/24/2013 through 8/26/2013

Category	7/24/2013- 8/26/2013
INFLOWS	
Donations	
Grants	750.00
Pavilion	100.00
TOTAL Donations	850.00
Interest Income - Bank	1.80
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	82.00
TOTAL Plant Sales	82.00
TOTAL Plant Sale Income	82.00
Special Events-other	
Compost Tea	223.00
TOTAL Special Events-other	223.00
TOTAL Special Events	305.00
TOTAL INFLOWS	1,231.80
OUTFLOWS	
Management & General	
Grants&Gifts&Scholarships	
Scholarships	615.00
TOTAL Grants&Gifts&Scholarships	615.00
Liability Insurance	636.00
OMGA Chapter Display	102.50
TOTAL Management & General	1,353.50
PSP Expense	
Capital Expenditures	
Greenhouse - 5 included	199.00
TOTAL Capital Expenditures	199.00
Discovery Garden	
Childrens	143.60
Electric - meter 23609842	90.93
Rock Garden - 2012 GRANT	143.20
Water - River Forks meter	199.02
TOTAL Discovery Garden	576.75
HLC	
Greenhouse Supplies	125.20
Victory Garden	31.32
TOTAL HLC	156.52
TOTAL PSP Expense	932.27
Special Events Expense	
Plant Sale Expense	
Electrical - meter 23609558	151.44
Next Year Seed	35.71
Plants	207.36
Water - Pitchford meter	246.50
TOTAL Plant Sale Expense	641.01
Special Events-other	

Cash Flow

7/24/2013 through 8/26/2013

8/26/2013

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Category	7/24/2013- 8/26/2013
Compost Tea	31.50
TOTAL Special Events-other	31.50
TOTAL Special Events Expense	672.51
TOTAL OUTFLOWS	2,958.28
OVERALL TOTAL	-1,726.48

Budget - Current Year

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

8/26/2013

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Category	1/1/2013 Actual	- Budget	12/31/2013 Difference
INCOME			
Donations	0.00	0.00	0.00
Contributions	30.00	0.00	30.00
Grants	750.00	0.00	750.00
Pavilion	150.00	0.00	150.00
TOTAL Donations	930.00	0.00	930.00
Dues-hardcopy newsletter	220.00	200.00	20.00
Dues-membership	2,440.00	2,400.00	40.00
Interest Income - Bank	8.18	10.00	-1.82
PSP Income	0.00	0.00	0.00
Clinic & Office	0.00	0.00	0.00
Soil Testing	650.00	800.00	-150.00
TOTAL Clinic & Office	650.00	800.00	-150.00
TOTAL PSP Income	650.00	800.00	-150.00
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	1,270.00	1,000.00	270.00
Sales-pre	2,386.25	2,550.00	-163.75
TOTAL Plant Sales	23,375.88	23,150.00	225.88
Vendor Booth	2,641.00	2,500.00	141.00
TOTAL Plant Sale Income	29,247.19	29,500.00	-252.81
Special Events-other	0.00	0.00	0.00
Bake Sale	0.00	1,000.00	-1,000.00
Compost Tea	697.00	900.00	-203.00
Misc Events	213.00	0.00	213.00
Quilt Raffle	105.00	0.00	105.00
Trash-To-Treasure Sale	3,360.75	2,000.00	1,360.75
TOTAL Special Events-other	4,375.75	3,900.00	475.75
TOTAL Special Events	33,622.94	33,400.00	222.94
TOTAL INCOME	37,871.12	36,810.00	1,061.12
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	1,708.00	1,680.00	-28.00
Grants&Gifts&Scholarships	0.00	0.00	0.00
4-H Donation	60.00	80.00	20.00
Endowment	1,000.00	1,000.00	0.00
Gifts - Hallmark	0.00	50.00	50.00
Memorial	0.00	100.00	100.00
Officer Gifts	40.00	60.00	20.00
Scholarships	615.00	1,500.00	885.00
TOTAL Grants&Gifts&Scholarships	1,715.00	2,790.00	1,075.00

Budget - Current Year

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

8/26/2013

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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	636.00	670.00	34.00
OMGA Chapter Display	102.50	200.00	97.50
OMGA Search for Excellence	0.00	0.00	0.00
Postage for Executive Board	18.40	30.00	11.60
Print Check Charges	20.42	25.00	4.58
Supplies for Executive Board	3.49	50.00	46.51
TOTAL Management & General	4,345.81	7,230.00	2,884.19
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	215.45	291.00	75.55
TOTAL Newsletter	215.45	291.00	75.55
TOTAL Advanced Training	215.45	391.00	175.55
Capital Expenditures	0.00	0.00	0.00
Greenhouse - 5 included	646.28	1,000.00	353.72
Greenhouse Plumbing & Irrigation	6.64	500.00	493.36
TOTAL Capital Expenditures	652.92	1,500.00	847.08
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	119.19	120.00	0.81
Website Development	43.00	50.00	7.00
TOTAL Clinic & Office	162.19	370.00	207.81
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	205.13	250.00	44.87
Childrens	143.60	420.00	276.40
Compost	0.00	100.00	100.00
Easy Access (Container Garden)	0.00	550.00	550.00
Electric - meter 23609842	123.73	400.00	276.27
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	126.18	600.00	473.82
Japanese	0.00	220.00	220.00
Kiosk - donor board	8.79	50.00	41.21
Maintenance	253.15	500.00	246.85
Mulch	0.00	300.00	300.00
Orchard	71.87	125.00	53.13
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	1,105.30	2,000.00	894.70

Budget - Current Year

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

8/26/2013

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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
Signage - 2013 GRANTS	0.00	750.00	750.00
Straw Bale Garden	0.00	65.00	65.00
Sun Garden	46.77	100.00	53.23
Water - River Forks meter	242.60	125.00	-117.60
Xeriscape	112.12	280.00	167.88
TOTAL Discovery Garden	2,439.24	8,100.00	5,660.76
HLC	0.00	0.00	0.00
Annual Pumping Expense - diver in river	0.00	500.00	500.00
Greenhouse Supplies	176.85	400.00	223.15
Maintenance	443.78	600.00	156.22
Toilet Repairs & Supplies	14.99	150.00	135.01
Victory Garden	491.32	560.00	68.68
TOTAL HLC	1,126.94	2,210.00	1,083.06
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	4,946.74	13,088.00	8,141.26
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	1,996.37	4,200.00	2,203.63
Exhibit Fees	2,172.00	2,272.00	100.00
Next Year Seed	140.46	750.00	609.54
Next Year Supplies - McConkey	0.00	1,900.00	1,900.00
Plants	575.74	1,000.00	424.26
Propane	682.72	4,000.00	3,317.28
Supplies	1,002.91	2,200.00	1,197.09
Vendor Costs	351.36	400.00	48.64
Water - Pitchford meter	549.42	500.00	-49.42
TOTAL Plant Sale Expense	10,019.34	19,922.00	9,902.66
Special Events-other	0.00	0.00	0.00
Bake Sale	52.77	100.00	47.23
Compost Tea	31.50	120.00	88.50
Taste-Off	0.00	0.00	0.00
Trash-To-Treasure Sale	194.66	250.00	55.34
TOTAL Special Events-other	278.93	470.00	191.07
TOTAL Special Events Expense	10,298.27	20,392.00	10,093.73
TOTAL EXPENSES	19,590.82	40,710.00	21,119.18
OVERALL TOTAL	18,280.30	-3,900.00	22,180.30