

Douglas County Master Gardeners Chapter Meeting Minutes

November 21, 2013

The OSU Douglas County Master Gardeners chapter meeting was called to order at 10:03 AM on November 21, 2013 by President **Michelle Harding-Olson**. Forty seven members were in attendance. The agenda was accepted as written. The minutes of the October 2013 chapter meeting were approved as written.

HORTICULTURE AGENT – **Steve Renquist** presented certificates to **Karolyn Riecks, Judy Mercer, Maureen Benice, Leo Grass, Larry Sutton** (and **Chris Rusch**, not present) for their contribution to the 2013 International Search for Excellence award.

Steve emphasized the importance of reporting volunteer hours, sharing some preliminary statistics: year to date, we've had 4,282 contacts and over 14,000 volunteer hours reported.

MEMBERSHIP DIRECTOR – **Ruth Stafford** reminded everyone that dues are owed by January 1st. The membership form is available in the newsletter and at the Plant Clinic.

OMGA REPRESENTATIVE – **Rosemary Brinkley** thanked **Roger Sawyer** for his participation at the last OMGA meeting, insisting that OMGA adopt a balanced budget. OMGA has elected a new board of officers. Rosemary encouraged Douglas County Master Gardeners to consider participating at the OMGA board level. OMGA would like to award more grants for special projects. OMGA is not pursuing the proposal of hiring someone to handle database administration. The latest issue of the OMGA newsletter, the Gardeners' Pen, will be published tomorrow.

TREASURER – **Vicki McAlister** reminded everyone that requests for reimbursement are due by December 15th. She reviewed the Treasurer's Report (see attached).

VICE PRESIDENT – **Fred Alley** noted that donations for refreshments at the Continuing Education and chapter meetings are much appreciated. He is soliciting topics for future Continuing Education sessions.

PAST PRESIDENT – **Larry Sutton** reminded everyone that the 2017 International Master Gardeners Conference will be held in Portland. The committee is deciding on the conference location, expecting 1,200 participants from around the world. The conference will be held in the middle of a week sometime during the summer, with 2-3 days of tours before and after the conference itself.

PRESIDENT – **Michelle Harding-Olson** covered the topics in her report under "New Business".

COMMUNITY OUTREACH – **Leo Grass** reported that Oakland's Lincoln Middle School would still like a Master Gardener to help with their garden. Fifty people participated in the Bio-char demonstration at the Discovery Garden two weeks ago. Leo is passing off the soil testing job to **Judy Mercer**, who is looking for a couple of people to help.

WINTER TRAINING – **Maureen Benice** reported that 27 people have signed up for the Winter Training program. The mentoring class and orientation session went well. There will be a mentor training session on December 4th at 10:00 AM. The first day of class will be the usual potluck.

Thanks to **Vicki McAlister**, there are revised instructions for reporting volunteer hours. They will be available at the Plant Clinic and published in the newsletter.

PLANT CLINIC – **Judy Mercer** circulated the sign-up calendar, though most of the slots have been filled. The 2014 sign-up calendar will be available next month.

DISCOVERY GARDEN – **Julie Stanbery** reported that **Dave Hopkins** turned off the water to the pavilion. There is a trailer filled with old hoses available to anyone interested. Many thanks to John Punches, who paid for 100 cubic yards of gravel, and to the Public Works Department, who graded and rolled the road. Julie is still looking for help in removing the Doug fir by the Butterfly Garden – a bucket truck is required. There will be a work session tomorrow at 10:00 AM to re-stack irrigation pipe and organize the yellow shed. **Bill Decker** has retired as head of the Easy Access Garden, which he's been working on since 2001. **Renee McElhatton** will be taking over for Bill.

AWARDS – **Betty Ison** reminded everyone that volunteer hours need to be reported to get new swinger bars in January.

PUBLICITY – **Bonnie Courter** submitted PSAs for the Bake Sale. **Barbara Robinson** thanked Bonnie for her article in the News-Review on the Winter Training program.

HALLMARK – **Linda Thames** reported that **Steve Renquist** recently had cataract surgery. **Toni Rudolph's** husband is improving. **Della Niehart** is recovering from recent surgery. **Shirley Purcell** spotted **Paula Yingst** in town. **Neal Evans** recently had knee replacement surgery.

BAKE SALE – **Barbara Robinson** reviewed details of the upcoming bake sale

OLD BUSINESS – None

NEW BUSINESS – The membership unanimously approved the 2014 budget, as published in the November newsletter.

Michelle Harding-Olson reported that John Punches will build us a wooden plaque outside of the Plant Clinic, to display awards and other information. **Larry Sutton** and **Fred Alley** suggested displaying a picture of the current Board members. Michelle has researched the cost of award plaques with brass name plates, to recognize Master Gardeners of the Year and other award recipients.

Michelle submitted a grant application to the Three Rivers Foundation for \$4,300, to cover the cost of new Discovery Garden signage and brochure.

Steve Renquist is holding a meeting directly after this meeting, to brainstorm ideas and dates for more fun social activities. He is shooting for six to eight established activities a year, expanding upon the existing beer and wine summer events and the new monthly lunches.

Michelle reminded everyone that the Annex Auditorium needs to be closed up after use. The room is not managed by OSU Extension.

Barbara Robinson reminded everyone that we need sturdy pie tins for the Bake Sale - it's not too soon to be collecting them for next year.

Liz Zamba-Payne is giving away crocosmia bulbs after the meeting.

Steve Renquist reminded everyone of the Spring Into Gardening program in February, where the Red Pig Tool owner will be a feature speaker for the afternoon.

Account Balances - As of 11/20/2013

As of 11/20/2013

11/20/2013

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Account	11/20/2013 Balance
Bank Accounts	
Checking-Umpqua Bank	2,759.17
Money Market-Reserves-Umpqua Bank	6,659.10
Money Market-Umpqua Bank	27,085.88
TOTAL Bank Accounts	36,504.15
OVERALL TOTAL	36,504.15

Cash Flow

10/31/2013 through 11/20/2013

Category	10/31/2013- 11/20/2013
INFLOWS	
Interest Income - Bank	1.44
Special Events	
Plant Sale Income	
Plant Sales	
Sales-post	345.05
TOTAL Plant Sales	345.05
TOTAL Plant Sale Income	345.05
Special Events-other	
Compost Tea	365.75
Quilt Raffle	189.00
TOTAL Special Events-other	554.75
TOTAL Special Events	899.80
TOTAL INFLOWS	901.24
OUTFLOWS	
Management & General	
Awards & Banquet	
Awards	297.42
TOTAL Awards & Banquet	297.42
Grants&Gifts&Scholarships	
Scholarships	-108.50
TOTAL Grants&Gifts&Scholarships	-108.50
Hospitality	-2.87
OMGA Search for Excellence	-150.00
TOTAL Management & General	36.05
PSP Expense	
Advanced Training	
Newsletter	
Postage	8.80
TOTAL Newsletter	8.80
TOTAL Advanced Training	8.80
Discovery Garden	
Easy Access (Container Garden)	376.97
Irrigation	57.88
Mulch	97.65
Raised Beds (dalia-daylily-lily)	7.48
Water - River Forks meter	0.05
TOTAL Discovery Garden	540.03
HLC	
Greenhouse Supplies	-17.50
TOTAL HLC	-17.50
TOTAL PSP Expense	531.33
Special Events Expense	
Plant Sale Expense	
Water - Pitchford meter	36.92
TOTAL Plant Sale Expense	36.92
TOTAL Special Events Expense	36.92
TOTAL OUTFLOWS	604.30

Cash Flow

10/31/2013 through 11/20/2013

11/20/2013

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Category	10/31/2013- 11/20/2013
OVERALL TOTAL	296.94

Budget - Current Year

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

11/20/2013

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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	12.79	10.00	2.79
PSP Income	0.00	0.00	0.00
Clinic & Office	0.00	0.00	0.00
Soil Testing	770.00	800.00	-30.00
TOTAL Clinic & Office	770.00	800.00	-30.00
TOTAL PSP Income	770.00	800.00	-30.00
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	1,615.05	1,000.00	615.05
Sales-pre	2,386.25	2,550.00	-163.75
TOTAL Plant Sales	23,720.93	23,150.00	570.93
Vendor Booth	2,641.00	2,500.00	141.00
TOTAL Plant Sale Income	29,592.24	29,500.00	92.24
Special Events-other	0.00	0.00	0.00
Bake Sale	0.00	1,000.00	-1,000.00
Compost Tea	1,062.75	900.00	162.75
Misc Events	213.00	0.00	213.00
Quilt Raffle	294.00	0.00	294.00
Trash-To-Treasure Sale	3,360.75	2,000.00	1,360.75
TOTAL Special Events-other	4,930.50	3,900.00	1,030.50
TOTAL Special Events	34,522.74	33,400.00	1,122.74
TOTAL INCOME	38,895.53	36,810.00	2,085.53
EXPENSES			
Management & General	0.00	0.00	0.00
Awards & Banquet	0.00	0.00	0.00
Awards	297.42	350.00	52.58
Banquet	612.35	750.00	137.65
TOTAL Awards & Banquet	909.77	1,100.00	190.23
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

Budget - Current Year

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

11/20/2013

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Category	1/1/2013 Actual	- Budget	12/31/2013 Difference
Memorial	0.00	100.00	100.00
Officer Gifts	68.00	60.00	-8.00
Scholarships	1,429.56	1,500.00	70.44
TOTAL Grants&Gifts&Scholarships	2,557.56	2,790.00	232.44
Historian	0.00	25.00	25.00
Hospitality	139.13	150.00	10.87
Liability Insurance	636.00	670.00	34.00
OMGA Chapter Display	102.50	200.00	97.50
OMGA Search for Excellence	-150.00	0.00	150.00
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	5,945.27	7,230.00	1,284.73
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	224.25	291.00	66.75
TOTAL Newsletter	224.25	291.00	66.75
TOTAL Advanced Training	224.25	391.00	166.75
Capital Expenditures	0.00	0.00	0.00
Greenhouse - 5 included	950.65	1,000.00	49.35
Greenhouse Plumbing & Irrigation	30.98	500.00	469.02
TOTAL Capital Expenditures	981.63	1,500.00	518.37
Clinic & Office	0.00	0.00	0.00
Farmers Markets	21.98	35.00	13.02
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	161.83	120.00	-41.83
Website Development	43.00	50.00	7.00
TOTAL Clinic & Office	226.81	370.00	143.19
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	237.11	250.00	12.89
Childrens	173.55	420.00	246.45
Compost	0.00	100.00	100.00
Easy Access (Container Garden)	434.42	550.00	115.58
Electric - meter 23609842	123.73	400.00	276.27
Entry	90.00	90.00	0.00
Hedgerow	0.00	0.00	0.00
Herb	0.00	150.00	150.00
Iris	0.00	50.00	50.00
Irrigation	224.00	600.00	376.00
Japanese	0.00	220.00	220.00
Kiosk - donor board	8.79	50.00	41.21

Budget - Current Year

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

11/20/2013

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Category	1/1/2013 Actual	- Budget	12/31/2013 Difference
Maintenance	286.70	500.00	213.30
Mulch	142.65	300.00	157.35
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)	7.48	100.00	92.52
Rock Garden	0.00	500.00	500.00
Rock Garden - 2012 GRANT	1,665.58	2,000.00	334.42
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	263.36	125.00	-138.36
Xeriscape	186.12	280.00	93.88
TOTAL Discovery Garden	3,962.13	8,100.00	4,137.87
HLC	0.00	0.00	0.00
Annual Pumping Expense - diver in river	0.00	500.00	500.00
Greenhouse Supplies	173.71	400.00	226.29
Maintenance	520.84	600.00	79.16
Toilet Repairs & Supplies	14.99	150.00	135.01
Victory Garden	558.13	560.00	1.87
TOTAL HLC	1,267.67	2,210.00	942.33
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	7,012.49	13,088.00	6,075.51
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	690.39	1,000.00	309.61
Propane	1,866.26	4,000.00	2,133.74
Supplies	1,002.91	2,200.00	1,197.09
Vendor Costs	351.36	400.00	48.64
Water - Pitchford meter	675.78	500.00	-175.78
TOTAL Plant Sale Expense	11,443.89	19,922.00	8,478.11
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	11,722.82	20,392.00	8,669.18

Budget - Current Year

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

11/20/2013

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Category	1/1/2013 Actual	- Budget	12/31/2013 Difference
TOTAL EXPENSES	24,680.58	40,710.00	16,029.42
OVERALL TOTAL	14,214.95	-3,900.00	18,114.95