

Douglas County Master Gardeners Chapter Meeting Minutes

August 28, 2014

APPROVAL OF MINUTES - The **OSU Douglas County Master Gardeners Chapter Meeting** was called to order at 10:08 am on August 28, 2014 by President **Fred Alley**. The Minutes of the July 2014 Chapter Meeting were approved as written.

PRESIDENT FRED ALLEY expressed his appreciation to Master Gardeners **Dave** and **Sharon Hopkins** for hosting the meeting at their home, and invited Dave to give the members some history on their home. **Dave** said they moved from Southern California, using the internet to purchase their home sight unseen. Since then, they have done extensive renovation to the inside and out. Now, with all the improvements done to the property, they can enjoy the scenery and wildlife that visit the property.

HORTICULTURAL AGENT - Steve Renquist discussed a few of the changes for the Winter Training Program. The Propagation section, as in the past, is broken into two sections. Marjorie Neal, the Vegetable Class teacher, needs to change the date of her class. The date will be right in the middle of the Propagation classes. Steve is weighing the options, as he knows that seeding, the second half of the Propagation class is a matter of timing. He will meet with the greenhouse leaders to decide how to handle this change. Todd Blankenship will be returning to teach, including a new Native Plants class. Steve is still searching for someone to teach the Plant Identification class. Steve said the schedule looks good and encouraged members to contact him if they have any ideas for new classes to add to the curriculum.

Steve encouraged members to sign the photo release forms available in the Plant Clinic. He said that it is a complex subject. If a member does not want their picture to be published, they must let the organization know. **Kish Doyle**, head of the new Photography Team, asked that if photographers are out taking pictures, let them know if you do not want your picture taken. If a photo is being taken and the person does not step out of the photo, it is assumed they have permission to take your picture. She informed the group that the Dropbox account is monitored by her and she is very careful about what goes in there. The Dropbox account is the property of Douglas County Master Gardeners, not OSU. Kish reminded members if there is a group photo, she will generalize the title and not list the names of the individuals. If there are any questions, contact **Kish Doyle**.

Steve asked the members to encourage anyone they know that might be interested in the Training Program to enroll. The biggest resource for new members is word of mouth from current members.

MEMBERSHIP DIRECTOR – Ruth Stafford said the membership is now at 261 members. 76 members have signed the Photo release forms, with one person requesting no photos of them be taken. Ruth said that anyone can email her if they do not wish to have their photograph taken.

OMGA REPRESENTATIVE – Rosemary Brinkley reminded the members the OMGA Meeting will be held in Roseburg on November 1st. She will need volunteers to bring and serve food for the meeting. We will be hosting 50-60 people for the event.

Rosemary reported that the director of Mini College said 306 people attended Mini College. She asked Rosemary to research why people did not attend. Although cost, location and the change to a weekend schedule were factors, the majority said the dates were the main reason for not attending. Many members had vacations scheduled during August. **Julie Stanbery** added the redundancy of classes were also a factor.

TREASURER – Vicki McAlister reviewed the Treasurer's Report.

PRESIDENT – Fred Alley reported that next month's meeting will be held at the Discovery Garden Pavilion. October's meeting will resume the Continuing Education program. He asked members to contact him if they have any ideas for Continuing Education for next year.

Marjorie Orr's daughter, Phyllis Jaywood, sent a \$25.00 donation to support scholarships for Douglas County Master Gardeners, in her memory. She said Master Gardeners was a big part of her life. **Clifford Milroy** also sent in a \$25 donation in **Marjorie's** name for all of the happy hours she spent with **DCMG**.

A class being offered by Erin Maidlow titled "Food for Profit" at UCC on September 22. This class will be about how to begin selling an individual's food products. **Shirley Purcell** said recently, there has been a lot of questions regarding canning food to sell. Erin has had two articles in the News Review.

Mini College sent a note of thanks for DCMG's donation for the auction.

PAST-PRESEIDENT – Larry Sutton had nothing to report.

SECRETARY - Janet Parkerson had nothing to report.

COMMUNITY OUTREACH – Leo Grass thanked **Anne Bacon, Larry Sutton** and his wife Guili for their help at the Elkton Blooms & Butterflies Celebration.

Leo requested someone volunteer to teach a class on seed saving requested by **Wayne Johnson** at Redeemers Church. Leo is very impressed with their extensive garden located at the church.

In the past month, Leo has helped the West Side Garden, located behind the Methodist Church on Harvard, with a Powdery Mildew problem. He also helped the Umpqua Dairy Garden with a slime mold issue.

Leo Grass and **Diane Twete** will be giving a presentation at the Extraordinary Living Conference at UCC.. Diane will be discussing natural pest control and Leo will discuss coping with the dry hot weather.

PLANT CLINIC - Chris Rusch stated the Plant Clinic has had many questions on insects and powdery mildew. The contacts were down to 100 this month, attributed to the closing of the Plant Clinic for a week during the County Fair. July had 130 contacts which was higher than July 2013.

The Plant Clinic received a request from the daughters of **Marjorie Orr** for volunteers to help them prepare Marjorie's gardens for the house sale. Contact **Chris Rusch** for the phone number.

KRUSE FARMS - Anne Bacon announced we will be at Kruse Farms for three more weeks. She needs a volunteer for September 6. Anne thanked all those who volunteered this season.

GREENHOUSE/PLANT SALE/EASTSIDE GREENHOUSE RESTRUCTURING - Barbara Robinson asked the members to read the email she sent this week regarding the re-structuring of the East Side Greenhouse. **Gloria Amorde** is the head of this greenhouse, but has asked **Barbara** to assist with the recruiting of the new head to replace **Gloria**. In the past, this job has been the responsibility of one person. The re-structuring of the West Side Greenhouse into a core group has proved to be very successful. Therefore **Barbara** is looking to set the East Side Greenhouse the same way. She is asking for volunteers for the many duties this group will execute. These jobs can be shared with a buddy. This request is to organize volunteers for these jobs, not to be solely done by the core group member.

GREENHOUSE ACTIVITIES - Maureen Benice reiterated **Barbara's** statement regarding the breaking down one big job into many smaller jobs. It is proving to be very successful.

The West Side has been getting a lot done. The gravel has been put down and now the planters need to be raised. They will need a lot of help for that project.

VICTORY GARDEN - Betty Ison reported 13 boxes of produce were donated this month. Thirteen boxes weighing 261 pounds were from the Victory Garden and 8 boxes weighing 185 pounds from Master Gardeners, making the total donated 446 pounds. That is the highest number yet. The total amounts donated are 1604 pounds from the Victory Garden and 711 pounds from the Master Gardeners for a total of 2315 pounds. Betty reminded everyone if they wish to donate to UCAN directly, they can tell them they are a Master Gardener and the credit will show up, or you can bring them to the Victory Garden on Tuesday mornings.

DISCOVERY GARDEN – Julie Stanbery asked for volunteers for two projects in the Butterfly Garden. The berm needs to be re-designed and the trellis needs to be cleaned out. Also, the Xeriscape Garden needs the rocky area re-graveled. The Xeriscape project will be done on Tuesday morning.

Julie expressed kudos to **Steve Renquist** for using the microscope to identify the problem with the door in the chemical room. Julie kept finding a mysterious white powder under and around the door. It was discovered that the door was infested with ants. They had a full nest carved out in the insulation of the door. She feels the frame and possibly, the adjacent wall may be infested too. Steve is bringing an exterminator to investigate the problem. A recommendation has been made to replace the door with a metal door.

Julie also thanked **Gail Robinson** and **Ivor Chapman** for their hard work cleaning out the green shed. She also thanked **Nathan Baily** for power washing everything and rebuilding the picnic table. It looks wonderful. Nathan pointed out the gutters on the green shed are full and need cleaning. This will be done in the fall.

Half of the Garden Heads have submitted their budgets for the upcoming year. Julie asked that the rest of the budgets be submitted before they are due.

Watering of the Discovery Garden will be tapered down to twice a week, starting next week. **Janet Parkerson** reported great water pressure this week. Julie feels there may possibly have been a blockage in the foot valve. The valve for the Japanese Garden has been found turned off by the watering crew several times. This valve is to remain on.

The stepping stones in the Children's Garden are being repaired in a workshop on September 16, 17 and 18. It will be in the Pavilion from 9am - 12pm each morning.

SIGNAGE - Jen Bailey discussed the question of whether the signs in the Discovery Garden are fading. It has been determined that the signs may have been dirty. Anne Bacon inspected the signs and determined the blacks are crisp and dark. The designs are slightly different than those submitted to the sign company, but the colors are true. The graphics have shadows in their design, which may also have attributed to the faded effect.

PUBLICITY/NEWSLETTER – Bonnie Courter reminded everyone that submissions are due tomorrow.

AWARDS - Betty Ison congratulated **June Taylor** completed her hours. Several trainees have not reported any hours. **Betty** asked mentors to contact them to see what their plans are. No more hours will be recorded before the Awards Banquet.

AWARDS BANQUET - Judy Huntley announced the **Awards Banquet** will be held on October 4, 2014 at 5:30 pm at the First United Methodist Church on Harvard Ave. Sign-up sheets were passed around for help before and after the banquet and for food. The main dish is lasagna. They will need breads, salads and desserts as well. Judy reminded members that spouses and family are welcome. She is providing the centerpieces this year. They will not be part of the prizes since they belong to someone else. There will be many door prizes, as well as awards.

HALLMARK – Linda Thames could not make the meeting. **Larry Sutton** reported **Billy Russo** enjoyed his card so much; he put it up on his Facebook page.

TOMATO TASTING - Bob Brindley he will bring in several varieties for the Tomato Tasting after the September Chapter meeting in September. He encouraged others to bring in their tomatoes too. He said to cut them in to bits and in half if they are cherry tomatoes. This year it was suggested to add barbecue sauces and mustard to the tasting. Bob also asked if members would bring in their favorite cranberry recipes.

OLD BUSINESS

HAZARDOUS WASTE COLLECTION - Jen Bailey reported there will be no Hazardous Waste Collection Day in the near future due to funding. DEQ told Jen that only 61 people dropped off waste in 2008 which cost \$10,000 and less than 350 people showed up in 2005 costing \$42,000. Paint was the costliest item back then. This cost has been reduced considerably due to the availability of the Paint Care program, but the cost would now be approximately \$25,000 to dispose of the remaining items. If you need to dispose of any hazardous waste, you can do it in Eugene or Medford. Jen will get the contact information. In the meantime, paint can be taken to Sherwin Williams or ColorCraft.

NEW BUSINESS

REVIEW AND APPROVAL OF 2014 AUDIT REPORT - Vicki McAlister and **Larry Sutton** thanked **Judy Huntley, Mik Carlson** and **Toni Rudolph** for performing the audit for 2014. They checked the receipts and payments, entries in Quicken, compared Balance Sheet data with bank statements. The following recommendations were made:

- ✧ Statements should be posted electronically on the computer in the Plant Clinic.
- ✧ When a check is received for deposit, a copy will be made and attached to the statement.
- ✧ Consider review at the end of the year of the needs for the beginning of the year to see if we have enough to be committed to a CD for better interest return.
- ✧ The Reconciliation Report provided by Quicken should be printed at the end of the month and added to the file.

The Executive Board acted on these and the Audit was approved. Larry moved to accept the recommendations and was seconded by **Julie Stanberry**. Motion was approved.

2015 BUDGET INFORMATION/REQUESTS - Vicki McAlister reminded everyone the Budgets are due by 09/29/2014.

REVIEW OF THE SUSTAINABLE GARDENING CLASS - Maureen Benice thanked those for signing up to be Mentors for the Winter Class. There will be two classes before the beginning of the classes. **Maureen** will be retiring from her position and wants someone to volunteer to take over. They will need to shadow her and **Vicki McAlister** to prepare to take over for 2016.

INSTALLATION OF NEW OFFICEERS - Jack Wright officiated the installation of the new officers. He recognized the 2013-2014 officers for their performance. He also thanked Larry for his contributions as Past President. The new officers are:

President - **Chris Rusch**

Vice-President - **Fred Alley**

Secretary - **Barbara Robinson**

Treasurer - **Vicki McAlister**

Membership Director - **Denise Fennell**

OMGA Representative - **Rosemary Brinkley**

Alternative OMGA Representative - **Anne Bacon**

Past President - **Larry Sutton**

The meeting was adjourned at 11:46 a.m.

Respectfully submitted,

Janet Parkerson

Account Balances - As of 8/27/2014

As of 8/27/2014

8/27/2014

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Account	8/27/2014 Balance
Bank Accounts	
Checking-Umpqua Bank	2,561.44
Money Market-Reserves-Umpqua Bank	7,659.10
Money Market-Umpqua Bank	39,095.78
TOTAL Bank Accounts	49,316.32
OVERALL TOTAL	49,316.32

Cash Flow
7/31/2014 through 8/27/2014

Category	7/31/2014- 8/27/2014
INFLOWS	
Donations	
Contributions	50.00
TOTAL Donations	50.00
Interest Income - Bank	1.19
PSP Income	
Clinic & Office	
Soil Testing	15.00
TOTAL Clinic & Office	15.00
TOTAL PSP Income	15.00
Special Events	
Special Events-other	
Compost Tea	105.00
TOTAL Special Events-other	105.00
TOTAL Special Events	105.00
TOTAL INFLOWS	171.19
OUTFLOWS	
Management & General	
Liability Insurance	636.00
TOTAL Management & General	636.00
PSP Expense	
Advanced Training	
Newsletter	
Postage	26.60
TOTAL Newsletter	26.60
TOTAL Advanced Training	26.60
Discovery Garden	
Childrens	73.50
Iris	17.09
Irrigation	103.10
Maintenance	167.82
Water - River Forks meter	270.78
TOTAL Discovery Garden	632.29
HLC	
Greenhouse Maint., Repair and Renovatio	49.49
TOTAL HLC	49.49
TOTAL PSP Expense	708.38
Special Events Expense	
Plant Sale Expense	
Supplies	320.59
Water - Pitchford meter	259.22
TOTAL Plant Sale Expense	579.81
TOTAL Special Events Expense	579.81
TOTAL OUTFLOWS	1,924.19
OVERALL TOTAL	-1,753.00

Budget - Current Year

1/1/2014 through 12/31/2014 Using 2014 Budget

8/27/2014

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Category	1/1/2014 Actual	- Budget	12/31/2014 Difference
INCOME			
Donations	0.00	0.00	0.00
Contributions	409.00	0.00	409.00
Grants	0.00	0.00	0.00
Pavilion	100.00	0.00	100.00
TOTAL Donations	509.00	0.00	509.00
Dues-hardcopy newsletter	268.25	319.00	-50.75
Dues-membership	2,340.00	2,400.00	-60.00
Interest Income - Bank	7.20	12.00	-4.80
PSP Income	0.00	0.00	0.00
Clinic & Office	0.00	0.00	0.00
Soil Testing	675.00	600.00	75.00
TOTAL Clinic & Office	675.00	600.00	75.00
Disc Garden	294.50	0.00	294.50
TOTAL PSP Income	969.50	600.00	369.50
Special Events	0.00	0.00	0.00
Plant Sale Income	0.00	0.00	0.00
Drawings	1,126.00	800.00	326.00
Entrance Fees	2,993.65	2,800.00	193.65
Plant Sales	0.00	0.00	0.00
Sales-event	20,387.31	19,600.00	787.31
Sales-post	854.75	1,000.00	-145.25
Sales-pre	3,139.00	2,400.00	739.00
TOTAL Plant Sales	24,381.06	23,000.00	1,381.06
Vendor Booth	2,913.24	2,500.00	413.24
TOTAL Plant Sale Income	31,413.95	29,100.00	2,313.95
Special Events-other	0.00	0.00	0.00
Bake Sale	0.00	1,000.00	-1,000.00
Compost Tea	867.00	700.00	167.00
Misc Events	367.00	0.00	367.00
Quilt Raffle	0.00	0.00	0.00
Trash-To-Treasure Sale	2,757.60	3,000.00	-242.40
TOTAL Special Events-other	3,991.60	4,700.00	-708.40
TOTAL Special Events	35,405.55	33,800.00	1,605.55
TOTAL INCOME	39,499.50	37,131.00	2,368.50
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 Quarterly Meeting	0.00	262.00	262.00
OMGA Travel	0.00	460.00	460.00
TOTAL Conferences	0.00	772.00	772.00
Dues-OMGA	1,631.00	1,680.00	49.00
Grants&Gifts&Scholarships	0.00	0.00	0.00
4-H Donation	80.00	80.00	0.00

Budget - Current Year

1/1/2014 through 12/31/2014 Using 2014 Budget

8/27/2014

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Category	1/1/2014 Actual	- Budget	12/31/2014 Difference
Endowment	0.00	0.00	0.00
Gifts - Hallmark	0.00	50.00	50.00
Memorial	0.00	100.00	100.00
Officer Gifts	0.00	80.00	80.00
Scholarships	-200.00	1,500.00	1,700.00
TOTAL Grants&Gifts&Scholarships	-120.00	1,810.00	1,930.00
Historian	0.00	25.00	25.00
Hospitality	101.65	150.00	48.35
Liability Insurance	636.00	670.00	34.00
OMGA Chapter Display	0.00	200.00	200.00
OMGA Search for Excellence	0.00	0.00	0.00
Postage for Executive Board	18.40	30.00	11.60
Print Check Charges	0.00	25.00	25.00
Supplies for Executive Board	0.00	30.00	30.00
TOTAL Management & General	2,267.05	6,492.00	4,224.95
PSP Expense	0.00	0.00	0.00
Advanced Training	0.00	0.00	0.00
Continuing Education	0.00	0.00	0.00
Newsletter	0.00	0.00	0.00
Postage	109.11	320.00	210.89
TOTAL Newsletter	109.11	320.00	210.89
TOTAL Advanced Training	109.11	320.00	210.89
Capital Expenditures	0.00	0.00	0.00
Greenhouse - 5 included	0.00	1,045.00	1,045.00
Greenhouse Plumbing & Irrigation	0.00	0.00	0.00
TOTAL Capital Expenditures	0.00	1,045.00	1,045.00
Clinic & Office	0.00	0.00	0.00
Farmers Markets	0.00	0.00	0.00
Insects	0.00	80.00	80.00
Library	0.00	100.00	100.00
Plant Clinic & Office Supplies	0.00	0.00	0.00
Soil Testing	260.15	150.00	-110.15
Website Development	0.00	200.00	200.00
TOTAL Clinic & Office	260.15	530.00	269.85
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	50.00	50.00
TOTAL Community Outreach	0.00	50.00	50.00
Discovery Garden	0.00	0.00	0.00
Brochures	0.00	0.00	0.00
Butterfly	266.17	290.00	23.83
Childrens	148.31	265.00	116.69
Compost	0.00	0.00	0.00
Easy Access (Container Garden)	7.16	75.00	67.84
Electric - meter 23609842	31.18	400.00	368.82
Entry	32.99	60.00	27.01
Hedgerow	0.00	0.00	0.00
Herb	0.00	150.00	150.00
Iris	17.09	50.00	32.91
Irrigation	428.45	600.00	171.55

Budget - Current Year

1/1/2014 through 12/31/2014 Using 2014 Budget

8/27/2014

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Category	1/1/2014 Actual	- Budget	12/31/2014 Difference
Japanese	0.00	50.00	50.00
Kiosk - donor board	0.00	50.00	50.00
Maintenance	340.51	500.00	159.49
Mulch	135.00	300.00	165.00
Orchard	0.00	5.00	5.00
Ornamental	0.00	0.00	0.00
Pavilion	0.00	0.00	0.00
Perennial Border	137.43	200.00	62.57
Raised Beds (dalia-daylily-lily)	0.00	50.00	50.00
Rock Garden	358.89	500.00	141.11
Rock Garden - 2012 GRANT	0.00	0.00	0.00
Shade Garden	0.00	0.00	0.00
Signage	378.48	1,000.00	621.52
Signage - 2013 GRANTS	730.69	750.00	19.31
Straw Bale Garden	141.80	150.00	8.20
Sun Garden	0.00	100.00	100.00
Water - River Forks meter	281.53	250.00	-31.53
Xeriscape	234.16	555.00	320.84
TOTAL Discovery Garden	3,669.84	6,350.00	2,680.16
HLC	0.00	0.00	0.00
Annual Pumping Expense - diver in river	0.00	500.00	500.00
Greenhouse Maint., Repair and Renovatio	49.49	1,000.00	950.51
Greenhouse Supplies	113.26	400.00	286.74
Maintenance	474.61	600.00	125.39
Toilet Repairs & Supplies	0.00	0.00	0.00
Victory Garden	394.36	477.00	82.64
TOTAL HLC	1,031.72	2,977.00	1,945.28
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	450.00	350.00	-100.00
TOTAL Winter Program	450.00	420.00	-30.00
TOTAL PSP Expense	5,520.82	11,692.00	6,171.18
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	2,539.60	2,630.00	90.40
Contributions - Plant Sale Volunteers	350.00	350.00	0.00
Electrical - meter 23609558	2,545.31	4,100.00	1,554.69
Exhibit Fees	2,204.00	2,177.00	-27.00
Next Year Seed	-7.50	750.00	757.50
Next Year Supplies - McConkey	0.00	2,000.00	2,000.00
Plants	111.65	1,000.00	888.35
Propane	1,960.99	3,400.00	1,439.01
Supplies	653.47	2,450.00	1,796.53
Vendor Costs	449.06	400.00	-49.06
Water - Pitchford meter	404.87	600.00	195.13
TOTAL Plant Sale Expense	11,211.45	19,857.00	8,645.55
Special Events-other	0.00	0.00	0.00
Bake Sale	0.00	75.00	75.00
Compost Tea	0.00	100.00	100.00

Budget - Current Year

1/1/2014 through 12/31/2014 Using 2014 Budget

8/27/2014

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Category	1/1/2014 Actual	- Budget	12/31/2014 Difference
Taste-Off	0.00	15.00	15.00
Trash-To-Treasure Sale	46.15	250.00	203.85
TOTAL Special Events-other	46.15	440.00	393.85
TOTAL Special Events Expense	11,257.60	20,297.00	9,039.40
TOTAL EXPENSES	19,045.47	38,481.00	19,435.53
OVERALL TOTAL	20,454.03	-1,350.00	21,804.03