

**OSU DOUGLAS COUNTY MASTER GARDENER
Chapter Meeting, Helleck Hall
April 28, 2016**

Call to Order: The meeting was called to order at 10:00 a.m. by President, Chris Rusch. There were 55 in attendance.

Minutes: The minutes were approved as published online.

Agent's Report - Steve Renquist: Steve has been involved the past two months in committees which are screening candidates for new hires at the Southern Oregon Extension Center. There are 30 to 40 new extension agents being hired as a result of monies coming from a relatively good State budget this past year. Southern Oregon will have a new director, new pathologist, and a new viticulture researcher. Steve thanked the membership for carrying on without him, the result of having such a "fine-tuned" organization.

Leo Grass would like to step down as Community Outreach Coordinator. Steve suggested the position be filled with a committee of several people, including Steve. Please contact Leo or Steve if you are interested in being part of this group.

Our Discovery Garden does not get as much recognition as it should. Steve would like to draw more attention to it, perhaps through the Visitors' Center, etc. Another advertising tool would be to have evening classes in the Discovery Garden which would be open to the community. Classes would take place on Wednesdays, beginning in May and run through the summer. It could be a small fundraiser for Master Gardeners with participants charged about \$10 per class. Each session would run from 6 to 7 p.m. and would focus on a different crop(s) each week.

OFFICER REPORTS

OMGA – Anne Bacon: OMGA officers have asked the chapters for input regarding budgeting concerns for the coming years. Mini College, the major fundraiser for the year, will not be held in 2017 due to the International Master Gardener Conference being held in Portland. Chapters were asked to choose between three options: status quo, bare bones, or pick and choose. The Douglas County MG Executive Board agreed the State Treasurer's report was not very transparent and there were many questions to be answered. Our treasurer, Patrice Sipos, wrote a letter to the treasurer asking for budget clarification, but has not received a response.

It was agreed at our Executive Board meeting to submit our proposal with the following recommendations:

- Prioritize and reduce expenditures
- Use reserve funds when necessary
- Have a fundraiser at the International Conference i.e., a silent auction
- Last but NOT LEAST, do NOT cut back on support to Chapters including PNW's and scholarships.

Our Board will revisit this subject at the May 11th meeting and make a decision at that time.

In the meantime Anne will contact OMGA Representatives from other counties and perhaps set up a teleconference.

Mini College will be held at Linfield College in McMinnville August 5-6, with Leadership Forum on the 4th. More information may be found on the OMGA website at <http://omga.org/mini-college-2016/>.

Treasurer – Patrice Sipos: Financials were distributed. Updates on the budget are available on the web at http://douglascountymg.org/mg_documents_forms.html.

Vice President - Fred Alley: Thank you to Bruce Gravens for his information presentation this morning in the Victory Garden.

Fred is looking for Master Gardener hosts for our June, July, and August outdoor meetings. The site needs to have access and parking for 40 vehicles, a meeting space with shade and an electrical connection. Please call Fred if you are interested.

President – Chris Rusch: Chris mentioned several positions which are open within our chapter including Community Outreach, Insect Committee Chair, Historian, Vice President, and Membership Chair. Please contact Chris if you are interested.

COMMITTEE REPORTS

Community Outreach – Leo: Barbie Hamby and Leo toured 40 first graders through the gardens earlier in the month. Leo and Jennifer Russell will be planting Butterfly Weed seed with children for Healthy Kids Day at the YMCA on April 30th. On May 11th Leo will be giving the Elks a Discovery Garden tour and on May 12th he will be giving a presentation to the Sutherlin Garden Club.

Plant Clinic - Chris Rusch: All trainees have worked their required two days in the clinic. They are a very enthusiastic class. The calendar is full with trainees but veterans are needed. The Clinic had over 100 contacts this month including walk-ins, phone calls, and emails.

Westside Greenhouse – Maureen Benice: Westside will go back to their regularly scheduled Tuesday workdays after the Plant Sale. Maureen will be sending out an email with this information and will not be sending out a weekly email after that time.

Eastside Greenhouse – Bruce Gravens: Crews have been working hard on inventory for Plant Sale. They will be working this next Tuesday on labeling and moving plants in preparation for shipping. People who have volunteered to be a part of the tomato paste trials may pick up their tomatoes from Bruce.

Discovery Garden – Patrice Sipos for Julie Stanbery: The Herb Garden will have a work party on Tuesday, May 3rd. If you are part of this new class project, please plan to come and help. There will be a work crew on May 10th at Helleck Hall to help Mary Lou clean up the grounds. Starting May 10th we will go back to regular Discovery Garden work days each Tuesday from 9 to noonish.

Kudos to:

- Sandy Grindle for all the cleanup she's been doing
- Gale Robinson for mowing and keeping the burn pile under control
- Allen, Ian, and Ron for the huge effort of cleaning up all the downed limbs and pine cones under the fir trees. We filled the trailer about 8 times!

Publicity/Newsletter – Bonnie Courter: The News Review will be running our Plant and Garden Expo ad listing all our vendors from the 30th through the 7th. Beginning on May 1st, our radio ads will run six times per day for a week on KQUEN and Country 103. Bonnie has Plant Sale yard signs which need to be put out on Sunday, May 1st. If you place signs or banners out in the community please make sure to take them down no later than the day following our Plant Sale. Yard signs may be returned to the Plant Clinic. Please make sure you sign off on the sign check out sheet so Bonnie knows they've been returned.

Newsletter articles are due on Saturday, April 30th.

Signage – Karen Glatz: Four new signs are ready for installation with three going in the Easy Access Garden and one in the Japanese Garden. Inserts are being worked on for the frames going up in the pavilion. Karen advised signs should be cleaned with water and a soft cloth. She also suggested putting wax on them.

Victory Garden – Ruth Stafford: Ruth advised the Victory Garden would remain unlocked during the pre-plant sale if people would like to tour.

Hallmark – Shirley Purcell for Linda Thames: Shirley has sent several cards this past month. A thank you card was sent to Sara Runkel and thinking of you cards to Rayma Davis, Robyn Thompson, and Aaron Williams.

Awards – Betty Ison: Betty has mailed off the state awards report which is due on May 17th.

Plant Sale – Barbara Robinson:

- Dates: Plant Sale set-up: Friday, May 6th and May 7th PLANT SALE!
- Dues MUST be paid to work. You CANNOT work without your Master Gardener Badge. No exceptions for either.
- Park across the street from the Fairgrounds. Parking limited with 5 events going on! You may park in front of the building short term while dropping off supplies, potluck, etc. Please move your vehicle directly after.
- Please report to your committee head at the requested time. Important to be on time, especially Saturday. Committee heads in attendance were asked to stand and introduce themselves.
- Wear your Master Gardener apparel or apron if possible.
- Hat Contest: There will be a garden-themed hat contest as we've had in the past. Use your imagination and create as elaborate or simple of a hat you want. Show up at the Plant Sale in your hat and prepare to be judged! Prizes will be awarded to the top two as voted by your fellow Master Gardeners.
- Potluck: We will have potluck lunch both Friday and Saturday. Eat breakfast before you come as we will not be serving breakfast either day. You will need to bring a potluck item for each day you plan to participate. Committee heads will assign staggered lunch times. Please be mindful of the amount of time you are in the dining area, especially when others are waiting.
- Raffle: Master Gardeners are encouraged to donate new items for our Plant Sale Raffle. They may be brought to the Fairgrounds on set-up day, May 6th.
- Master Gardener Pre-Sales: Master Gardeners are not allowed to purchase, shop, or set aside any of our plants until after 3 p.m., the day of the sale, no exceptions. For this reason, we offer Master Gardeners two opportunities to purchase before the general public. The first pre-sale is on Thursday, April 28th directly after our chapter meeting at the HLC, running until 3 p.m. Your second opportunity is on Sunday, May 1st, 1-4 p.m. Your dues must be paid to shop pre-sales and you need to wear your badge for entry.
- Liability release forms are available for those helping who are not Master Gardeners. A form must be signed before working any part of the sale or set up. Forms will be available at our Vendor Check In table at the Fairgrounds.
- NEW POLICY: Outside vendor merchandise WILL BE allowed into our area. It is the vendor's role to make sure their merchandise is paid for and not our job to police that issue. Our inventory will ALL have orange picks in them. Other merchandise we need not worry about. The holding area will not be responsible for storing outside merchandise while customers are shopping our area. If it is a problem, encourage them to take their paid for merchandise to the Final Pickup Area for storage.

Facebook – Denise Fennell: Our Facebook page is up to 700 likes. Denise stressed the importance of not only "liking" our page, but to share the content posted. As an example Denise shared the far reaching effects of people sharing our Plant and Garden Expo poster. Sixty two people shared it, which resulted in it reaching over 2000 people. It was also shared on two other county pages, reaching 1800 on one page and 1300 on the other.

T-Shirt Orders – Kish Doyle: Kish had two different graphics to choose from for shirts. One penned by Sharon Hopkins and another by Anne Bacon. Anne's rendition of "Got Milkweed" cannot be used due to copyright issues. It will be

changed to "Grow Milkweed." Shirts that were ordered at the meeting will be ready before Plant Sale. There will be a greater range of options available later on for those who want to order V-neck, ¾ length sleeves, etc. All shirts are preshrunk and there are a variety of colors to choose from.

OLD BUSINESS

The nominating committee, consisting of Bonnie Courter and Maureen Benice, is looking for candidates interested in the Vice President and Membership Chair positions. Diana Circle and Barbara Horst have expressed an interest in being Membership Chair. The committee is still looking for someone to fill the office of Vice President. If you are interested please contact Bonnie or Maureen.

NEW BUSINESS

Barbara and Gale Robinson and Sharon Hopkins spent several hours cleaning out the Master Gardener closet upstairs at Extension. They determined Master Gardeners NEVER throw out ANYTHING! What did not get tossed is now arranged neatly (mostly in totes) on shelves. Please make an effort to keep it that way. There were many historical Master Gardener pictures which were kept and put in a tote with other items of interest someone might want to use for a presentation or here's a thought..... Maybe our new Historian could scan them into a digital file!

Jude Stensland reminded Master Gardeners to make sure they are current on their TDAP vaccine. The pertussis part of the vaccine protects against whooping cough which can be transmitted to infants if you have not been vaccinated. Tetanus is also included in the vaccine which is especially important for gardeners who are out digging in the dirt. This shot should be administered every 10 years unless you are injured or cut by a nail, wire, etc. You should then get revaccinated if you have not been in the last 5 years.

SHOW AND TELL

Toni Rudolph announced there will be a Medicare 101 class on Tuesday night at UCAN from 6 to 8:30 p.m.

ANNOUNCEMENTS:

MG Plant Sale Pre-Sale	May 1, 1-4pm, Greenhouses
Plant Sale Set Up	May 6, Loading at Greenhouses & Setup at Fairgrounds
Plant Sale	May 7, Douglas County Fairgrounds
Westside Greenhouse	Tuesdays, 9 a.m. to Noon
Eastside Greenhouse	Tuesdays, 9 a.m. to Noon
Discovery Garden Workdays	Tuesdays, 9 a.m. to Noon
Insect Committee	1 st & 3 rd Mondays 10 a.m.
DCMG Executive Board	May 11, 10 a.m. Extension Kitchen
DCMG Chapter Meeting/Continuing Education	May 26, 9 a.m. Extension Auditorium

Meeting Adjournment: The meeting was adjourned at 11:20 a.m. by President, Chris Rusch.

Respectfully submitted,
Barbara Robinson
DCMG Secretary

Account Balances - As of 4/27/2016
As of 4/27/2016

4/27/2016

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Account	4/27/2016 Balance
Bank Accounts	
Checking-Umpqua Bank	4,602.25
Money Market-Reserves-Umpqua Bank	8,659.10
Money Market-Umpqua Bank	30,124.62
TOTAL Bank Accounts	43,385.97
OVERALL TOTAL	43,385.97

Cash Flow
3/30/2016 through 4/27/2016

Category	3/30/2016- 4/27/2016
INFLOWS	
Donations	
Contributions	25.00
TOTAL Donations	25.00
Dues-membership	50.00
Interest Income - Bank	1.09
PSP Income	
Clinic & Office	
Soil Testing	150.00
TOTAL Clinic & Office	150.00
TOTAL PSP Income	150.00
Special Events	
Plant Sale Income	
Plant Sales	
Sales-pre	16.00
TOTAL Plant Sales	16.00
Vendor Booth	2,010.00
TOTAL Plant Sale Income	2,026.00
Special Events-other	
Misc Events	19.50
Trash-To-Treasure Sale	90.00
TOTAL Special Events-other	109.50
TOTAL Special Events	2,135.50
TOTAL INFLOWS	2,361.59
OUTFLOWS	
Management & General	
Hospitality	71.86
Supplies for Executive Board	3.40
TOTAL Management & General	75.26
PSP Expense	
Advanced Training	
Newsletter	
Postage	19.04
TOTAL Newsletter	19.04
TOTAL Advanced Training	19.04
Clinic & Office	
Plant Clinic & Office Supplies	7.99
TOTAL Clinic & Office	7.99
Discovery Garden	
Easy Access (Container Garden)	131.74
Entry	6.46
Irrigation	122.49
Maintenance	109.97
Shade Garden	20.00
TOTAL Discovery Garden	390.66
HLC	
Maintenance	228.53
Victory Garden	417.48
Westside Greenhouse Maintenance	77.12
Westside Greenhouse Supplies	63.28

4/27/2016

Cash Flow
3/30/2016 through 4/27/2016

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Category	3/30/2016- 4/27/2016
TOTAL HLC	786.41
TOTAL PSP Expense	1,204.10
Special Events Expense	
Plant Sale Expense	
Advertising	267.83
Electrical - meter 62314693	579.96
Exhibit Fees	1,645.75
Supplies	249.76
TOTAL Plant Sale Expense	2,743.30
TOTAL Special Events Expense	2,743.30
TOTAL OUTFLOWS	4,022.66
OVERALL TOTAL	-1,661.07

Budget - 2016

1/1/2016 through 12/31/2016 Using 2016 Budget

4/27/2016

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Category	1/1/2016 Actual	- Budget	12/31/2016 Difference
INCOME			
Donations	2.00	0.00	2.00
Contributions	31.25	250.00	-218.75
TOTAL Donations	33.25	250.00	-216.75
Dues-hardcopy newsletter	176.75	255.00	-78.25
Dues-membership	2,409.25	2,400.00	9.25
Interest Income - Bank	3.35	12.00	-8.65
PSP Income	0.00	0.00	0.00
Clinic & Office			
Soil Testing	400.00	700.00	-300.00
TOTAL Clinic & Office	400.00	700.00	-300.00
TOTAL PSP Income	400.00	700.00	-300.00
Special Events	0.00	0.00	0.00
Plant Sale Income	0.00	0.00	0.00
Drawings	0.00	950.00	-950.00
Entrance Fees	0.00	2,900.00	-2,900.00
Plant Sales			
Sales-event	0.00	20,500.00	-20,500.00
Sales-post	0.00	700.00	-700.00
Sales-pre	16.00	2,700.00	-2,684.00
TOTAL Plant Sales	16.00	23,900.00	-23,884.00
Vendor Booth	2,010.00	3,300.00	-1,290.00
TOTAL Plant Sale Income	2,026.00	31,050.00	-29,024.00
Special Events-other	0.00	0.00	0.00
Bake Sale	0.00	1,000.00	-1,000.00
Compost Tea	0.00	900.00	-900.00
Trash-To-Treasure Sale	2,980.29	2,500.00	480.29
TOTAL Special Events-other	2,980.29	4,400.00	-1,419.71
TOTAL Special Events	5,006.29	35,450.00	-30,443.71
TOTAL INCOME	8,028.89	39,067.00	-31,038.11
EXPENSES			
Bank Charge	0.00	0.00	0.00
Discovery Garden	0.00	0.00	0.00
Discovery Garden	0.00	0.00	0.00
TOTAL Discovery Garden	0.00	0.00	0.00
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	0.00	0.00
OMGA Travel	137.17	1,000.00	862.83
TOTAL Conferences	137.17	1,000.00	862.83
Dues-OMGA	1,568.00	1,659.00	91.00
Grants&Gifts&Scholarships			
4-H Donation	0.00	80.00	80.00
Gifts - Hallmark	0.00	50.00	50.00
Officer Gifts	0.00	80.00	80.00
Scholarships	0.00	1,000.00	1,000.00

Budget - 2016

1/1/2016 through 12/31/2016 Using 2016 Budget

4/27/2016

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Category	1/1/2016 Actual	- Budget	12/31/2016 Difference
TOTAL Grants&Gifts&Scholarships	0.00	1,210.00	1,210.00
Historian	0.00	25.00	25.00
Hospitality	158.85	200.00	41.15
Liability Insurance	0.00	670.00	670.00
OMGA Search for Excellence	0.00	150.00	150.00
Postage for Executive Board	0.00	30.00	30.00
Print Check Charges	0.00	25.00	25.00
Supplies for Executive Board	3.40	30.00	26.60
TOTAL Management & General	1,867.42	6,099.00	4,231.58
PSP Expense	0.00	0.00	0.00
Advanced Training			
Continuing Education	0.00	100.00	100.00
Newsletter			
Postage	36.79	255.00	218.21
TOTAL Newsletter	36.79	255.00	218.21
TOTAL Advanced Training	36.79	355.00	318.21
Clinic & Office	0.00	0.00	0.00
Farmers Markets	0.00	40.00	40.00
Insects	0.00	100.00	100.00
Library	0.00	100.00	100.00
Plant Clinic & Office Supplies	7.99	50.00	42.01
Soil Testing	233.68	250.00	16.32
Website Development	0.00	207.00	207.00
TOTAL Clinic & Office	241.67	747.00	505.33
Community Outreach	0.00	0.00	0.00
Fair Booth	0.00	50.00	50.00
Photo Team	0.00	100.00	100.00
Speakers Bureau	0.00	50.00	50.00
TOTAL Community Outreach	0.00	200.00	200.00
Discovery Garden	0.00	0.00	0.00
Brochures	0.00	0.00	0.00
Butterfly	0.00	350.00	350.00
Childrens	0.00	300.00	300.00
Compost & Biochar	0.00	50.00	50.00
Easy Access (Container Garden)	345.94	450.00	104.06
Electric - meter 23609842	0.00	400.00	400.00
Entry	6.46	75.00	68.54
Hedgerow	0.00	0.00	0.00
Herb	0.00	75.00	75.00
Hummingbird	0.00	150.00	150.00
Iris	0.00	0.00	0.00
Irrigation	122.49	400.00	277.51
Japanese	0.00	200.00	200.00
Kiosk - donor board	0.00	50.00	50.00
Maintenance	131.75	600.00	468.25
Mulch	0.00	300.00	300.00
Orchard	0.00	50.00	50.00
Ornamental	0.00	0.00	0.00
Pavilion	0.00	0.00	0.00
Perennial Border	0.00	400.00	400.00
Raised Beds (Dahlia-Lily)	0.00	100.00	100.00
Rock Garden	0.00	800.00	800.00

Budget - 2016

1/1/2016 through 12/31/2016 Using 2016 Budget

4/27/2016

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Category	1/1/2016 Actual	- Budget	12/31/2016 Difference
Shade Garden	20.00	50.00	30.00
Signage	0.00	250.00	250.00
Straw Bale Garden	0.00	220.00	220.00
Sun Garden	0.00	0.00	0.00
Water - River Forks meter	0.00	500.00	500.00
Xeriscape	330.76	400.00	69.24
TOTAL Discovery Garden	957.40	6,170.00	5,212.60
HLC	0.00	0.00	0.00
Eastside Greenhouse Maintenance	796.32	4,239.00	3,442.68
Eastside Greenhouse Supplies	0.00	500.00	500.00
Garbage Dump Fee	0.00	100.00	100.00
Maintenance	435.27	600.00	164.73
Toilet Repairs & Supplies	0.00	150.00	150.00
Tree Trimming Professional	1,000.00	1,000.00	0.00
Victory Garden	871.65	1,071.00	199.35
Victory Garden Signage - 2014 Grant	0.00	345.00	345.00
Westside Greenhouse Maintenance	77.12	1,200.00	1,122.88
Westside Greenhouse Supplies	140.52	400.00	259.48
TOTAL HLC	3,320.88	9,605.00	6,284.12
Winter Program	0.00	0.00	0.00
New Class - Supplies	0.00	20.00	20.00
Speakers	300.00	400.00	100.00
TOTAL Winter Program	300.00	420.00	120.00
TOTAL PSP Expense	4,856.74	17,497.00	12,640.26
Special Events Expense			
Plant Sale Expense	47.93	0.00	-47.93
Advertising	267.83	3,800.00	3,532.17
Contributions - Plant Sale Volunteers	0.00	350.00	350.00
Electrical - meter 62314693	1,779.29	3,600.00	1,820.71
Exhibit Fees	3,291.50	2,900.00	-391.50
Next Year Seed	0.00	750.00	750.00
Next Year Supplies - McConkey	0.00	2,500.00	2,500.00
Plants	0.00	1,100.00	1,100.00
Propane	288.17	1,500.00	1,211.83
Supplies	249.76	1,500.00	1,250.24
Vendor Costs	5.00	550.00	545.00
Water - Pitchford meter	0.00	900.00	900.00
TOTAL Plant Sale Expense	5,929.48	19,450.00	13,520.52
Special Events-other	0.00	0.00	0.00
Bake Sale	0.00	75.00	75.00
Compost Tea	0.00	150.00	150.00
Taste-Off	0.00	30.00	30.00
Trash-To-Treasure Sale	25.49	150.00	124.51
TOTAL Special Events-other	25.49	405.00	379.51
TOTAL Special Events Expense	5,954.97	19,855.00	13,900.03
TOTAL EXPENSES	12,679.13	43,451.00	30,771.87
OVERALL TOTAL	-4,650.24	-4,384.00	-266.24