

OSU DOUGLAS COUNTY MASTER GARDENER
Chapter Meeting, OSU Extension
April 27, 2017

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.

Agents Report - John PUNCHES: John clarified the reasoning behind the annual requirement for a *Volunteer Assumption of Risk and Conditions of Volunteer Service Form* to be signed annually by all volunteers. If you have signed this form your liability exposure, when acting on behalf of OSU as a Master Gardener, is covered by OSU. If you have not signed the form, you accept the liability for any suit which may be brought against you while you are wearing the Master Gardener badge. The form may be found at http://douglascountymg.org/docs/other/2017_OSU_Volunteer.pdf. There is also a Code of Conduct form. Please call the Extension office at 541-672-4461 to confirm you have a signed form on file.

OFFICER REPORTS

Membership – Diana Circle: We have 269 members with 18 people on the no photo list. Kish said the Extension Office keeps her advised of that list.

OMGA – Kish Doyle: The current *Gardener's Pen* newsletter may be found online at <http://omga.org/category/gardeners-pen-newsletter/> as published by OMGA. For those attending the 2017 International Conference in Portland, there is a free smartphone app to help plan your visit and your time at the conference. Go to <http://blogs.oregonstate.edu/2017imgc/conference-app/> for more information. Nancy Fuller will be sending out an email next month to organize a group to decorate our chapter's bicycle for the International Conference. Contact Nancy if you are interesting in helping.

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 – Anne Bacon: Our May Chapter meeting will be held in the Discovery Garden Pavilion since the Extension auditorium will be under construction. There will not be a potluck at this meeting.

Summer locations for June, July, and August have been scheduled. Volunteers are needed to help with summer meeting setup, specifically transporting tables and equipment. Anne passed around a signup sheet.

President – Chris Rusch: Our May Chapter meeting will be in the Discovery Garden. Chris reminded everyone of our Master Gardener Pre-Sale events at our greenhouses today and Sunday. She also encouraged people to attend the Glide Wild Flower Show this weekend, where there will be over 600 species of wild flowers on display.

COMMITTEE REPORTS

Community Outreach – Jude Stensland:

- April 1, Westside Community Garden Spring Garden Workshop. Great turnout with about 25 people. Nathan Baily talked compost, Margo Roten on seeding and getting plants started and Jude on sheet mulching.
- April 21 tour for Phoenix school students (5) and teacher (Kate). Nathan talked vermiculture. They walked through the garden and visited greenhouses. They brought lunch and ate in the butterfly garden
- May has lots of good stuff coming up!

Plant Clinic - Chris Rusch: Chris said the Clinic has experienced a 50% drop in contacts from this time last year. Undoubtedly this is due to the weather. There are many spots on the calendar open for volunteers.

Westside Greenhouse – Barbara Robinson: Barbara thanked everyone who helped during the final push to get ready for our pre-sales. Crews have been working many days a week the past few weeks in preparation.

Discovery Garden – Julie Stanbery:

- Julie suggested people take a stroll through the gardens and see the new paths which look wonderful. She reminded everyone of the amount of work, dedication, and fund raising of many people it took to make this project possible. They are waiting for the weather to dry out before doing any major work in the garden. She cautioned people using wheel barrows to tread carefully so as not to dig up the new paths while they are soft.
- Tuesday, May 9th, DG workday in Japanese Garden, 9-12.
- Two Discovery Garden work days are scheduled for Saturdays, June 3rd and June 17th.
- The tractor is broken down. Julie will advise by email when it is up and running again.
- Show and Shine is the same weekend (the day before) the International MG Tour.
- Someone with a chainsaw is needed and also someone to spray under the filberts.
- Julie has weeding projects available for people who would like to work other days than Tuesdays.
- Need a bathroom cleanup person.
- County to begin enforcing parking passes. Use them to avoid fines. For replacement passes go to Extension Office.

Publicity/Newsletter – Bonnie Courter: Newsletter submissions are due on Saturday. Bonnie has been in charge of publicity for Plant Sale while Barbara Horst has been traveling. Radio spot ads will begin this next week and ads in the News Review have also been running. Bonnie and Barbara Robinson will appear on KPIC on a segment with Donna Spicer. Air time is unknown but Bonnie will let people know. Barbara will also be doing a telephone interview with KQEN Radio on Monday, May 1st at 8:30 a.m. Bonnie brought yard signs to be put out the Sunday before the Plant Sale.

Victory Garden – Ruth Stafford: The crew was able to lay about half of the needed wood chips a couple of weeks ago before the tractor broke down. They will finish the job when the tractor is repaired. There is a beautiful pathway from the roadway to the Demonstration Garden. Please be aware it is there and do not drive across the path. The first date for staffing a booth at the Canyonville Farmers Market is Wednesday, May 10, 9 a.m. to 1 p.m. If you are interested in working email Barbara Horst.

Hallmark – Linda Thames: Ted Benice had quadruple bypass surgery in Portland. He is home and doing well.

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 5th and May 6th 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 is limited with several 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.
- 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 5th.
- 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 27th noon until 3 p.m. Your second opportunity is on Sunday, April 30th, noon to 3 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.
- Receiving donations for UCAN at the door.

T-Shirt Orders – Kish Doyle: Several pieces of artwork were submitted for consideration on the new Master Gardener t-shirt. Today is the last day to vote on your favorite.

Farmers Market – Barbara Anderson: There will be a MG/MFP shared booth at the Umpqua Farmers Market June through September. There are between 800 and 1000 people visiting this market each Saturday. Veteran volunteers are especially needed. Plant Clinic hours apply toward this position. Hours are 9 a.m. to 1 p.m., but volunteers are asked to show up at 8:30 to help set up the booth. Bring a chair, drink, and perhaps something to eat. Please call Barbara if you are interested in signing up.

Nomination Committee: Karolyn Riecks spoke on behalf of the nominating committee which also included Rosemary Brinkley and Fred Alley. They have a full slate of officers to present with only one current officer, Barbara Robinson, stepping down. They will be nominating Sharon Bordeaux as secretary and Judy Huntley has agreed to replace Larry Sutton as Past President.

NEW BUSINESS

There are two tables available in the foyer outside the auditorium which are up for grabs if needed by the greenhouses or for any other MG designation. Contact Coleen in the office if you are interested.

SHOW AND TELL

- Diana Cason invited people to a seed saving demonstration this Saturday during the Umpqua Farmers Market, inside the church, from 11 a.m. to 2 p.m. Potluck lunch will be held.
- Jim Leet brought paste tomato plants to give away. They were part of our Tomato Taste Off competition last year. Jim would like anyone taking a tomato to save the seeds. The seeds were from Jim Lee (not Leet) and Jim Leet would like to perpetuate this seed, naming it *Gargantua*.

ANNOUNCEMENTS:

MG Plant Pre Sale	April 30, Noon to 3 p.m. at Greenhouses
Insect Committee	First and Third Mondays, 10 a.m.
Plant Sale Set Up	May 5 th
Plant and Garden Expo	May 6 th Douglas County Fairgrounds
DCMG Executive Board Meeting	May 10 th , Extension Auditorium, 10 a.m.
DCMG Chapter Meeting & Continuing Education	May 25 th , Discovery Garden Pavilion 9 a.m.
Westside Greenhouse Crew	Tuesdays, 9 a.m. to noon
Eastside Greenhouse Crew	Tuesdays, 9 a.m. to noon

Discovery Garden Workdays

Tuesdays, 9 a.m. to noon

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

Respectfully submitted,
Barbara Robinson, Secretary

Account Balances - As of 4/26/2017

As of 4/26/2017

4/26/2017

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Account	4/26/2017 Balance
Bank Accounts	
Checking-Umpqua Bank	3,985.99
Money Market-Reserves-Umpqua Bank	8,134.10
Money Market-Umpqua Bank	34,149.85
TOTAL Bank Accounts	46,269.94
OVERALL TOTAL	46,269.94

Cash Flow
3/30/2017 through 4/26/2017

Category	3/30/2017- 4/26/2017
INFLOWS	
Dues-membership	10.00
Interest Income - Bank	1.24
PSP Income	
Clinic & Office	
Soil Testing	30.00
TOTAL Clinic & Office	30.00
TOTAL PSP Income	30.00
Special Events	
Plant Sale Income	
Plant Sales	
Vendor Booth	2,032.80
TOTAL Plant Sales	2,032.80
TOTAL Plant Sale Income	2,032.80
TOTAL Special Events	2,032.80
TOTAL INFLOWS	2,074.04
OUTFLOWS	
Bank Fee	-26.25
Management & General	
Grants&Gifts&Scholarships	
Officer Gifts	15.98
TOTAL Grants&Gifts&Scholarships	15.98
TOTAL Management & General	15.98
PSP Expense	
Advanced Training	
Newsletter	
Postage	18.90
TOTAL Newsletter	18.90
TOTAL Advanced Training	18.90
Discovery Garden	
Easy Access (Container Garden)	171.40
Maintenance	25.49
TOTAL Discovery Garden	196.89
HLC	
Eastside Greenhouse Maintenance	1,505.64
Eastside Greenhouse Supplies	66.92
Garbage Dump Fee	9.00
Maintenance	28.06
Toilet Repairs & Supplies	32.15
Victory Garden	155.24
TOTAL HLC	1,797.01
TOTAL PSP Expense	2,012.80
Special Events Expense	
Plant Sale Expense	
Advertising	179.69
Supplies	1,070.66
Water - Pitchford meter	109.28
TOTAL Plant Sale Expense	1,359.63
Special Events-other	910.00

4/26/2017

Cash Flow
3/30/2017 through 4/26/2017

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Category	3/30/2017- 4/26/2017
TOTAL Special Events Expense	2,269.63
TOTAL OUTFLOWS	4,272.16
OVERALL TOTAL	-2,198.12

Budget - Current Year

1/1/2017 through 12/31/2017 Using Year 2017 Budget

4/26/2017

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Category	1/1/2017 Actual	- Budget	12/31/2017 Difference
INCOME			
Donations	0.00	0.00	0.00
Contributions	20.00	0.00	20.00
Grants	-57.23	192.77	-250.00
TOTAL Donations	-37.23	192.77	-230.00
Dues-membership	2,350.00	2,400.00	-50.00
Income for Newsletter	229.75	255.00	-25.25
TOTAL Dues-membership	2,579.75	2,655.00	-75.25
Interest Income - Bank	4.69	16.00	-11.31
PSP Income	0.00	0.00	0.00
Clinic & Office			
Soil Testing	370.00	800.00	-430.00
TOTAL Clinic & Office	370.00	800.00	-430.00
TOTAL PSP Income	370.00	800.00	-430.00
Special Events			
Plant Sale Income	0.00	0.00	0.00
Plant Sales			
Drawings	0.00	1,000.00	-1,000.00
Entrance Fees	0.00	3,000.00	-3,000.00
Sales-event	0.00	21,500.00	-21,500.00
Sales-post	0.00	700.00	-700.00
Sales-pre	0.00	3,200.00	-3,200.00
Vendor Booth	3,249.00	3,000.00	249.00
TOTAL Plant Sales	3,249.00	32,400.00	-29,151.00
TOTAL Plant Sale Income	3,249.00	32,400.00	-29,151.00
Special Events-other	0.00	0.00	0.00
Bake Sale	0.00	1,500.00	-1,500.00
Compost Tea	0.00	950.00	-950.00
Trash-To-Treasure Sale	3,749.89	3,000.00	749.89
TOTAL Special Events-other	3,749.89	5,450.00	-1,700.11
TOTAL Special Events	6,998.89	37,850.00	-30,851.11
TOTAL INCOME	9,916.10	41,513.77	-31,597.67
EXPENSES			
Bank Fee	0.00	0.00	0.00
Management & General	0.00	0.00	0.00
Awards & Banquet	0.00	0.00	0.00
Awards	80.00	450.00	370.00
Banquet	0.00	750.00	750.00
TOTAL Awards & Banquet	80.00	1,200.00	1,120.00
Conferences			
Chapter Meetings	0.00	200.00	200.00
OMGA International	0.00	250.00	250.00
OMGA Quarterly Meeting	0.00	0.00	0.00
OMGA Travel	195.39	1,250.00	1,054.61
TOTAL Conferences	195.39	1,700.00	1,504.61
Dues-OMGA	1,638.00	1,659.00	21.00
Grants&Gifts&Scholarships	0.00	0.00	0.00
4-H Donation	0.00	80.00	80.00
Gifts - Hallmark	0.00	50.00	50.00

Budget - Current Year

1/1/2017 through 12/31/2017 Using Year 2017 Budget

4/26/2017

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Category	1/1/2017 Actual	- Budget	12/31/2017 Difference
Officer Gifts	70.97	80.00	9.03
Scholarships	0.00	1,500.00	1,500.00
TOTAL Grants&Gifts&Scholarships	70.97	1,710.00	1,639.03
Historian	0.00	25.00	25.00
Hospitality	147.07	200.00	52.93
Liability Insurance	0.00	650.00	650.00
OMGA Search for Excellence	0.00	150.00	150.00
Postage for Executive Board	15.85	30.00	14.15
Print Check Charges	0.00	24.00	24.00
Supplies for Executive Board	21.99	40.00	18.01
TOTAL Management & General	2,169.27	7,388.00	5,218.73
PSP Expense	0.00	0.00	0.00
Advanced Training	0.00	0.00	0.00
Continuing Education	0.00	550.00	550.00
Newsletter			
Postage	38.62	255.00	216.38
TOTAL Newsletter	38.62	255.00	216.38
TOTAL Advanced Training	38.62	805.00	766.38
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	0.00	50.00	50.00
Soil Testing	250.48	300.00	49.52
Website Development	0.00	120.00	120.00
TOTAL Clinic & Office	250.48	710.00	459.52
Community Outreach	0.00	0.00	0.00
Fair Booth	0.00	50.00	50.00
Speakers Bureau	0.00	25.00	25.00
TOTAL Community Outreach	0.00	75.00	75.00
Discovery Garden	0.00	0.00	0.00
Butterfly	0.00	315.00	315.00
Childrens	0.00	425.00	425.00
Compost & Biochar	0.00	50.00	50.00
Easy Access (Container Garden)	459.20	650.00	190.80
Electric - meter 23609842	108.15	600.00	491.85
Entry	11.97	50.00	38.03
Herb	0.00	300.00	300.00
Hummingbird	0.00	125.00	125.00
Iris	0.00	50.00	50.00
Irrigation	46.92	400.00	353.08
Japanese	0.00	200.00	200.00
Kiosk - donor board	0.00	50.00	50.00
Maintenance	98.44	600.00	501.56
Mulch	0.00	300.00	300.00
Orchard	0.00	100.00	100.00
Ornamental	0.00	100.00	100.00
Perennial Border	0.00	275.00	275.00
Raised Beds (Dahlia-Lily)	141.57	150.00	8.43
Rock Garden	0.00	520.00	520.00
Shade Garden	0.00	50.00	50.00

Budget - Current Year

1/1/2017 through 12/31/2017 Using Year 2017 Budget

4/26/2017

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Category	1/1/2017 Actual	- Budget	12/31/2017 Difference
Signage	0.00	500.00	500.00
Sun Garden	0.00	150.00	150.00
Water - River Forks meter	37.88	500.00	462.12
Xeriscape	0.00	400.00	400.00
TOTAL Discovery Garden	904.13	6,860.00	5,955.87
HLC	0.00	0.00	0.00
Annual Pumping Expense - diver in river	0.00	400.00	400.00
Eastside Greenhouse Maintenance	1,505.64	2,460.00	954.36
Eastside Greenhouse Supplies	66.92	400.00	333.08
Garbage Dump Fee	21.00	50.00	29.00
HLC Fire Extinguishers	0.00	120.00	120.00
Maintenance	359.48	900.00	540.52
Toilet Repairs & Supplies	32.15	150.00	117.85
Tree Trimming Professional	0.00	0.00	0.00
Victory Garden	217.82	650.00	432.18
Westside Greenhouse Maintenance	58.55	1,200.00	1,141.45
Westside Greenhouse Supplies	-41.80	400.00	441.80
TOTAL HLC	2,219.76	6,730.00	4,510.24
Winter Program	0.00	0.00	0.00
New Class - Supplies	0.00	20.00	20.00
Speakers	300.00	350.00	50.00
TOTAL Winter Program	300.00	370.00	70.00
TOTAL PSP Expense	3,712.99	15,550.00	11,837.01
Special Events Expense			
Plant Sale Expense			
Advertising	179.69	2,400.00	2,220.31
Contributions - Plant Sale Volunteers	0.00	350.00	350.00
Electrical - meter 62314693	1,877.24	3,600.00	1,722.76
Exhibit Fees	2,948.50	3,000.00	51.50
Next Year Seed	0.00	750.00	750.00
Next Year Supplies - McConkey	0.00	2,800.00	2,800.00
Plants	0.00	1,200.00	1,200.00
Propane	1,957.69	1,500.00	-457.69
Supplies	1,321.20	1,500.00	178.80
Vendor Costs	0.00	550.00	550.00
Water - Pitchford meter	440.11	950.00	509.89
TOTAL Plant Sale Expense	8,724.43	18,600.00	9,875.57
Special Events-other	110.00	0.00	-110.00
Bake Sale	13.05	75.00	61.95
Compost Tea	0.00	150.00	150.00
Taste-Off	0.00	30.00	30.00
Trash-To-Treasure Sale	102.46	100.00	-2.46
TOTAL Special Events-other	225.51	355.00	129.49
TOTAL Special Events Expense	8,949.94	18,955.00	10,005.06
TOTAL EXPENSES	14,832.20	41,893.00	27,060.80
OVERALL TOTAL	-4,916.10	-379.23	-4,536.87