

**OSU DOUGLAS COUNTY MASTER GARDENER  
CHAPTER MEETING  
November 30, 2017**

**Call-To-Order:** President Chris Rusch called the meeting to order at 10:00 at the First United Methodist Church. Thirty-seven members attended.

**Agenda:** Approved as presented.

**Minutes:** The October Chapter Meeting minutes were approved as published online. The November Executive Board minutes were approved as published online.

**Agent Report - Steve Renquist:**

- It is time to complete the conditions of volunteer service forms. The forms must be filled out, signed and filed with OSU in January of each year. *Volunteers not returning the forms by 01/15/2018 will not be allowed to wear their badges or work at MG functions.* Steve had forms available at the chapter meeting. Forms are also available at the Extension Office.
- Steve encouraged everyone to sign up to help at the 2018 classes.
- In 2018, there will be a reduction in the number of OSU Extension regional managers. Steve encouraged our chapter to focus on our programs during the transition.
- Pruning dates have been set for 2018:

01/18/2018	1-4 pm	Trees/fruit trees (Will be advertised in paper)
02/09/2018	1-4 pm	Large trees
02/19/2018	1-4 pm	Roses and other plants in the Entry Garden
03/08/2018	1-4 pm	Ornamental Garden
03/27/2018	9-11 am	Japanese Garden (tentative)
- Spring Into Gardening will be 2/24/2018 and the theme will be *Greatest Hits*. The classes will be favorites from the past 10 years.
- The remodel is ahead of schedule. The construction is scheduled to be completed by 12/14. We may be asked to help move back into the space. An email will be sent out if/when help is needed.

**OFFICER REPORTS**

**Membership - Diana Circle:** Chris Rusch reported for Diana that there is no change in membership.

**OMGA Representative – Nancy Fuller:**

- The 4<sup>th</sup> Qtr. meeting was held November 3<sup>rd</sup> and 4<sup>th</sup> in Josephine County. Nancy reported the program on successful projects was informative and the information could be helpful to our chapter. OMGA will provide handouts from the program for use by the chapters.

- The new OMGA Executive Committee members were elected. The new president, Sue Nesbitt, announced her appointments – Chris Rusch is the new Search For Excellence Chairperson.

The complete report on the OMGA meeting will appear in the Newsletter.

- Nancy continues to finalize plans for the 2<sup>nd</sup> quarter OMGA meeting to be hosted by our MG chapter. There will definitely be a tour of the Discovery Garden scheduled.

**Treasurer – Patrice Sipos:** Patrice is working on the 2017 taxes, transferring information to the new QuickBooks program, and inputting the 2018 budget. Current financial statements are posted on the DCMG website.

**Vice President – Anne Bacon:** The January meeting will be held in the newly-renovated rooms at the Extension Office. Steve Reustle from Reustle Vineyards will be the Continuing Education speaker.

**Past President – Judy Huntley:** Nothing to report

**Secretary – Sharon Bordeaux:** Nothing to report

**President – Chris Rusch:**

- Chris thanked the Methodist Church for allowing us to use their facilities while the Extension Office was under construction.
- There will be no December meetings, board or chapter. Merry Christmas!
- Chris contacted Rocky Houston regarding the continued theft and vandalism in the Garden. He suggested that we fill out an *incident report* each time we discover a problem. This way there will be a record on file. The form will be available in the Plant Clinic office.
- A meeting will be scheduled in December for the new signage to be placed at the entrance to the Discovery Garden.
- There was discussion regarding the installation of a doggy bag dispenser and a vandalism sign.

## **COMMITTEE REPORTS:**

**Community Outreach – Jude Stensland:** Jude was not in attendance but e-mailed the information for November.

- 11/01/2017 – Finished up with 3<sup>rd</sup> meeting with Elaine Warren at the church garden and drew out all the rock garden plans. It is up to her to build the garden. Estimate 4 hrs. spent in total on this project.
- 11/01/2017 – Met with students and teachers at the Cobb school planning for a school garden. Will have ongoing plans for this project.

- 11/06/2017 – DG tour for Phoenix School at 9:30 am. 8 students and a teacher attended.

**Plant Clinic – Chris Rusch:** The Plant Clinic has been slow. The clinic is only open on Mondays and there are openings if anyone is interested in volunteering. She will be compiling the totals for Plant Clinic visits (this includes Saturday Markets, Fair, and other events where the MG's had a presence).

**Eastside Greenhouse – Ann Severson:** Ivor completed new cupboards for storage in the greenhouse. Doors have been installed on the outdoor succulent plant greenhouse. They are looking at the possibility of another greenhouse. Beginning in January, the crews will work on Thursday mornings.

**Awards – Betty Ison:** Be sure to have your hours in by January 15<sup>th</sup> so they will count for the new swing bars.

**Discovery Garden – Julie Stanbery:**

- Jan is stepping down from head of the Butterfly Garden. Julie and Kathy Hart met and have decided to divide the garden into 11 sections. Kathy will take the section with the picnic table and the elevated rock garden. By dividing the Butterfly Garden into smaller sections, it will be easier to care for and hopefully attract new volunteers to the garden. Contact Julie if you are interested in adopting a section to maintain.
- Workdays: Saturday, January 13<sup>th</sup> and Wednesday, January 31<sup>st</sup>. These workdays will be for volunteers and new students.
- March 20<sup>th</sup> will begin the 2018 Tuesdays workdays.
- There is a pile of wood behind the yellow shed....please, help yourself. Before renovations begin on the shed, we will need volunteers to help with cleanup. An email will be sent out.

**Newsletter – Bonnie Courter:** Chris reported for Bonnie. The cutoff for articles is 12/02/2017. Job descriptions for officers and chairpersons are due by 12/15/2017. Remember these are published in the January newsletter that is given to all new MG students.

**Bake Sale – Janet Parkerson:** Janet thanked all the “Bake Sale Warriors” for making the sale a success. The sale netted \$1,445.00 for MG and 100 pounds of food for UCAN. Janet would like to look for a new site for next year's bake sale.

**Winter Program – Denise Fennell:** There are 32 new students and 3 persons auditing the class. She has all the mentors and substitutes she needs. The last mentor/substitute training is 12/10/2017. The first day the MG's provide a potluck lunch so if you are attending remember to bring a dish. Barb Hamby will be the “Hospitality Hostess” again this year.

**Trash to Treasure – Ann Severson:** Ann reported that she is already receiving donations for Trash to Treasures to be held March 8, 9, and 10, 2018. Ann will not be accepting holiday items this year, and as in past years, no baby items will be accepted. She asked that all items be clean, and in good condition.

**Hallmark – Linda Thames:** Gloria Amorde’s husband, Tom, passed away; Vicki McAlister had foot surgery; David Grensky sent a card of appreciation for all the support he has received from fellow Master Gardeners; Julie Stanbery had ear surgery.

### **NEW BUSINESS**

The 2018 MG Budget was presented for approval. A motion was made by Julie Stanbery to accept the motion as presented and published. The motion was seconded by Betty Ison and Anne Bacon. All members were in favor, and the 2018 Budget passed as presented.

### **ANNOUNCEMENTS**

Executive Board Meeting:	Wednesday, January 10, 2018
Chapter Meeting:	Thursday, January 25, 2018
Trash To Treasure	March 10th (8th and 9th setup days)
Insect Committee:	1st & 3rd Mondays, 10:00 AM at Extension
Westside & Eastside Greenhouses	Announced by email

### **SHOW AND TELL**

Linda Thames brought two sweet potatoes from her garden – one about 2 feet long and another very large and plump. Chris Rusch mentioned the Riddle Truck Parade that travels from Riddle to Myrtle Creek. The parade begins at sunset. Both Riddle and Myrtle Creek offer free coffee, cider, chile and entertainment.

**Meeting Adjournment:** The meeting was adjourned by President, Chris Rusch, at 11:30 PM.

Respectfully submitted,  
Sharon Bordeaux, Secretary

## Account Balances - As of 11/29/2017

Account	11/29/2017 Balance
<b>Bank Accounts</b>	
Checking-Umpqua Bank	0.00
Money Market-Reserves-Umpqua Bank	0.00
Money Market-Umpqua Bank	0.00
NWCC - Checking	3,266.12
NWCC - Member Account	100.04
NWCC - Savings	35,037.17
<b>TOTAL Bank Accounts</b>	<b>38,403.33</b>
<b>OVERALL TOTAL</b>	<b>38,403.33</b>

**Cash Flow**  
10/27/2017 through 11/29/2017

Category	10/27/2017- 11/29/2017
<b>INFLOWS</b>	
Interest Income - Bank	8.86
PSP Income	
Clinic & Office	
Soil Testing	140.00
TOTAL Clinic & Office	140.00
TOTAL PSP Income	140.00
Special Events	
Special Events-other	
Bake Sale	1,445.15
Compost Tea	44.00
TOTAL Special Events-other	1,489.15
TOTAL Special Events	1,489.15
<b>TOTAL INFLOWS</b>	<b>1,638.01</b>
<b>OUTFLOWS</b>	
Management & General	
Awards & Banquet	
Awards	222.40
TOTAL Awards & Banquet	222.40
Conferences	
OMGA Travel	187.09
TOTAL Conferences	187.09
TOTAL Management & General	409.49
PSP Expense	
Clinic & Office	
Plant Clinic & Office Supplies	33.14
TOTAL Clinic & Office	33.14
Discovery Garden	
Butterfly	8.08
Easy Access (Container Garden)	18.50
Electric - meter 23609842	67.51
Orchard	352.05
Water - River Forks meter	400.46
TOTAL Discovery Garden	846.60
HLC	
Eastside Greenhouse Maintenan...	158.67
Garbage Dump Fee	12.00
Greenhouse Maint., Repair and ...	12.49
Maintenance	49.10
Toilet Repairs & Supplies	275.00
Victory Garden	151.64
TOTAL HLC	658.90
TOTAL PSP Expense	1,538.64
Special Events Expense	
Plant Sale Expense	
Electrical - meter 62314693	389.98
Plants	111.48
TOTAL Plant Sale Expense	501.46
TOTAL Special Events Expense	501.46

# Cash Flow

10/27/2017 through 11/29/2017

11/28/2017

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Category	10/27/2017- 11/29/2017
<b>TOTAL OUTFLOWS</b>	<b>2,449.59</b>
<b>OVERALL TOTAL</b>	<b>-811.58</b>

## Current Budget - Current Year

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

11/28/2017

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Category	Actual	2017 Budget	Difference
<b>INCOME</b>	<b>44,949.41</b>	<b>41,571.00</b>	<b>3,378.41</b>
Donations	<b>709.23</b>	<b>250.00</b>	<b>459.23</b>
Contributions	202.00	0.00	202.00
Grants	507.23	250.00	257.23
Dues-membership	<b>2,370.00</b>	<b>2,400.00</b>	<b>-30.00</b>
PSP Income	<b>840.00</b>	<b>800.00</b>	<b>40.00</b>
Clinic & Office	<b>840.00</b>	<b>800.00</b>	<b>40.00</b>
Soil Testing	840.00	800.00	40.00
Special Events	<b>40,754.40</b>	<b>37,850.00</b>	<b>2,904.40</b>
Plant Sale Income	<b>34,186.78</b>	<b>32,400.00</b>	<b>1,786.78</b>
Plant Sales	<b>34,186.78</b>	<b>32,400.00</b>	<b>1,786.78</b>
Drawings	1,235.15	1,000.00	235.15
Entrance Fees	3,142.00	3,000.00	142.00
Sales-event	22,037.18	21,500.00	537.18
Sales-post	941.75	700.00	241.75
Sales-pre	3,349.70	3,200.00	149.70
Vendor Booth	3,481.00	3,000.00	481.00
Other Plant Sale Income	0.00	0.00	0.00
Special Events-other	<b>6,567.62</b>	<b>5,450.00</b>	<b>1,117.62</b>
Bake Sale	1,445.15	1,500.00	-54.85
Compost Tea	955.00	950.00	5.00
Misc Events	16.17	0.00	16.17
Trash-To-Treasure Sale	3,749.89	3,000.00	749.89
Other Special Events-other	401.41	0.00	401.41
Dues-membership	<b>229.75</b>	<b>255.00</b>	<b>-25.25</b>
Income for Newsletter	229.75	255.00	-25.25
Interest Income - Bank	46.03	16.00	30.03
<b>EXPENSES</b>	<b>57,919.85</b>	<b>42,693.00</b>	<b>-15,226.85</b>
Bank Charge	61.74	0.00	-61.74
Management & General	<b>6,870.74</b>	<b>7,488.00</b>	<b>617.26</b>
Awards & Banquet	<b>1,188.23</b>	<b>1,200.00</b>	<b>11.77</b>
Awards	449.85	450.00	0.15
Banquet	738.38	750.00	11.62
Conferences	<b>1,486.81</b>	<b>1,700.00</b>	<b>213.19</b>
Chapter Meetings	0.00	200.00	200.00
OMGA International	382.28	250.00	-132.28
OMGA Quarterly Meeting	0.00	0.00	0.00
OMGA Travel	1,104.53	1,250.00	145.47
Dues-OMGA	1,638.00	1,659.00	21.00
Grants&Gifts&Scholarships	<b>1,570.97</b>	<b>1,710.00</b>	<b>139.03</b>
4-H Donation	0.00	80.00	80.00
Gifts - Hallmark	0.00	50.00	50.00
Officer Gifts	70.97	80.00	9.03
Scholarships	1,500.00	1,500.00	0.00
Other Grants&Gifts&Scholarships	0.00	0.00	0.00
Historian	0.00	25.00	25.00
Hospitality	262.74	200.00	-62.74
Liability Insurance	541.00	650.00	109.00
OMGA Chapter Display	86.11	100.00	13.89



## Current Budget - Current Year

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

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Category	Actual	2017 Budget	Difference
OMGA Search for Excellence	0.00	150.00	150.00
Postage for Executive Board	47.64	30.00	-17.64
Print Check Charges	24.00	24.00	0.00
Supplies for Executive Board	25.24	40.00	14.76
<b>PSP Expense</b>	<b>32,566.61</b>	<b>16,250.00</b>	<b>-16,316.61</b>
Advanced Training	<b>118.35</b>	<b>805.00</b>	<b>686.65</b>
Continuing Education	0.00	550.00	550.00
Newsletter	<b>118.35</b>	<b>255.00</b>	<b>136.65</b>
Postage	118.35	255.00	136.65
Other Advanced Training	0.00	0.00	0.00
Clinic & Office	<b>447.03</b>	<b>710.00</b>	<b>262.97</b>
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	67.16	50.00	-17.16
Soil Testing	250.48	300.00	49.52
Website Development	129.39	120.00	-9.39
Other Clinic & Office	0.00	0.00	0.00
Community Outreach	<b>0.00</b>	<b>75.00</b>	<b>75.00</b>
Fair Booth	0.00	50.00	50.00
Speakers Bureau	0.00	25.00	25.00
Other Community Outreach	0.00	0.00	0.00
Discovery Garden	<b>25,749.88</b>	<b>7,260.00</b>	<b>-18,489.88</b>
Butterfly	51.96	315.00	263.04
Childrens	425.00	425.00	0.00
Compost & Biochar	0.00	50.00	50.00
Easy Access (Container Garden)	624.07	650.00	25.93
Electric - meter 23609842	288.47	600.00	311.53
Entry	36.95	50.00	13.05
Herb	227.81	300.00	72.19
Hummingbird	0.00	125.00	125.00
Iris	0.00	50.00	50.00
Irrigation	106.84	400.00	293.16
Japanese	0.00	200.00	200.00
Kiosk - donor board	189.14	50.00	-139.14
Maintenance	21,226.46	900.00	-20,326.46
Mulch	300.00	300.00	0.00
Orchard	398.03	100.00	-298.03
Ornamental	78.27	100.00	21.73
Perennial Border	171.85	275.00	103.15
Raised Beds (Dahlia-Lily)	242.70	250.00	7.30
Rock Garden	18.66	520.00	501.34
Shade Garden	49.44	50.00	0.56
Signage	86.91	500.00	413.09
Sun Garden	0.00	150.00	150.00
Water - River Forks meter	999.64	500.00	-499.64
Xeriscape	227.68	400.00	172.32
<b>HLC</b>	<b>5,951.35</b>	<b>7,030.00</b>	<b>1,078.65</b>
Annual Pumping Expense - diver i...	255.00	400.00	145.00
Eastside Greenhouse Maintenance	2,478.35	2,460.00	-18.35
Eastside Greenhouse Supplies	66.92	400.00	333.08

## Current Budget - Current Year

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

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Category	Actual	2017 Budget	Difference
Garbage Dump Fee	51.00	50.00	-1.00
HLC Fire Extinguishers	117.00	120.00	3.00
Maintenance	1,098.90	1,200.00	101.10
Toilet Repairs & Supplies	322.78	150.00	-172.78
Victory Garden	629.36	650.00	20.64
Westside Greenhouse Maintenance	972.75	1,200.00	227.25
Westside Greenhouse Supplies	-53.20	400.00	453.20
Winter Program	<b>300.00</b>	<b>370.00</b>	<b>70.00</b>
New Class - Supplies	0.00	20.00	20.00
Speakers	300.00	350.00	50.00
Special Events Expense	<b>18,420.76</b>	<b>18,955.00</b>	<b>534.24</b>
Plant Sale Expense	<b>17,682.36</b>	<b>18,600.00</b>	<b>917.64</b>
Advertising	1,989.03	2,400.00	410.97
Contributions - Plant Sale Volunte...	11.06	350.00	338.94
Electrical - meter 62314693	4,740.75	3,600.00	-1,140.75
Exhibit Fees	2,856.00	3,000.00	144.00
Next Year Seed	291.20	750.00	458.80
Next Year Supplies - McConkey	1,498.41	2,800.00	1,301.59
Plants	954.26	1,200.00	245.74
Propane	2,402.38	1,500.00	-902.38
Supplies	1,926.73	1,500.00	-426.73
Vendor Costs	0.00	550.00	550.00
Water - Pitchford meter	1,012.54	950.00	-62.54
Special Events-other	<b>738.40</b>	<b>355.00</b>	<b>-383.40</b>
Bake Sale	13.05	75.00	61.95
Compost Tea	128.65	150.00	21.35
Taste-Off	0.00	30.00	30.00
Trash-To-Treasure Sale	102.46	100.00	-2.46
Other Special Events-other	494.24	0.00	-494.24
Uncategorized	0.00	0.00	0.00
Void	0.00	0.00	0.00
<b>Net Difference:</b>	<b>-12,970.44</b>	<b>-1,122.00</b>	<b>-11,848.44</b>