

DOUGLAS COUNTY MASTER GARDENERS

Chapter Meeting

July 25, 2019 10AM

Discovery Garden Pavilion

President Nancy Fuller called the meeting to order at 10:00 AM. Six Executive Board officers and thirty-one members attended.

The Agenda was approved with an addition to new business: How to access volunteer hours on DCMG website.

The Minutes posted on the Douglas County Master Gardener website were approved as posted.

AGENT'S REPORT – Steve Renquist

- Retirement: Mary Hoffman is retiring. Please stop by and thank her for her years of service to DCMG's. The job has been posted.
- New Hire: Kayla Trout has been hired to support Shelby, Steve, and the Small Farms Program. She will be a liaison for the MG Winter Training Program. Kayla has a livestock degree.

OMGA Representative – Rosemary Brinkley/Kish Doyle

- Fund Raising: "Christmas for Your Garden" - a Mini-Silent Auction will be held Nov. 1 and 2, 2019, at the OMGA Leadership Forum and BOD Meeting. Each chapter brings three gardening-related items with a minimum value of \$25.00 each. Pictures and description of the items need to be turned in by Oct. 1, 2019, so they can be placed on the website. All MG's will be able to bid on the items. Top bidders will be announced at the OMGA Board meeting.
- OMGA Questionnaire: Rosemary asked members to complete a 3-question questionnaire on Mini-College. She had the members/officers gather in small groups to answer the questions.
- Stepping Down: Marcia Sherry, OMGA Newsletter Editor for the past seven years, is stepping down from her position. Anyone interested in becoming the OMGA newsletter editor should contact Rosemary for details.

Treasurer – Toni Rudolph

- Financial Statements: The financial statement is available for members to review at meeting and online.
- Sign Up: Members are encouraged to sign up for the Amazon Smiles and Fred Meyer donation programs.
- Utility Bills: Toni reminded everyone that the utility bills would be higher until the unpaid 2018 balances are cleared.
- Budget: Please submit 2020 budget information to Toni as soon as possible.

Vice President – Vicki Barrett: The August meeting will be held at the home of Ron Owans, 1510 Gem Drive, Roseburg, on August 29, 2019.

President – Nancy Fuller: Publicity Chair Diana Circle is retiring. Anyone interested in the position should contact Nancy.

COMMITTEE REPORTS

Awards – Betty Ison

- Swinger Bars: Julie Bell has obtained her 60-hour swinger bar.
- Awards Banquet: The theme for the Awards Banquet is "All American Picnic". The date is October 12, 5:30 Social Hour, 6:30 Dinner, awards after dinner. Sign-up is in the plant clinic.

Bake Sale – Janet Parkerson

- Bake Sale Date: The bake sale will be the weekend before Thanksgiving at Sherm's Thunderbird Market.
- Fresh Fruit Donations for Bake Sale: If you have fresh fruit to donate for the Bake Sale, Janet has room in her freezer to store it.

County Fair – Nancy Fuller reported for Diane Smith-Lewsadder:

Diane Smith-Lewsadder and her non-Master Gardener artist friend, Shirley Reade, created a sign for the Fair. They need an 8' truck bed or a trailer to move it to the Fairgrounds. The size of the sign is 8' long by 40" wide at the highest point. They are having a second sign made. The image will be copyrighted, but DCMG will always have use of the image.

Discovery Garden – Julie Stanbery

- Discovery Garden: Julie thanked everyone for their hard work in the Discovery Garden and complimented them on how beautiful the gardens look. The sunnier garden is attracting more butterflies.
- Pump: Julie reported the pump has been cleaned. Any additional cleanings will be donated so we will not exceed the amount budgeted.
- New Kiosk: Julie encouraged everyone to visit Betty Ison's new kiosk in the Perennial Garden.

Hallmark – Linda Thames

- Mary Hoffman, OSU Extension Office, is retiring. A card was circulated at the meeting for everyone to sign.
- Barbara MacPherson fell and injured herself. She was in the Riverbend Hospital and then in rehab.
- Judy Wood forwarded a \$100 donation from Vinnie Biberdorf, Los Altos, California. Thank-you cards were sent to Judy and Vinnie.

Newsletter/Winter Program – Bonnie Courter/Kish Doyle

- Newsletter: Articles for Newsletter due on Monday, July 29, 2019.
- Winter Program: Bonnie passed the sign-up sheet for Winter Program mentors – full time, part time, or share with someone. Speakers on vertebrae pests, cover crops, and climate/weather are needed for the Winter Program. Steve will share his power point presentations with anyone interested.

Plant Clinic – Reported by Nancy Fuller

- Visitors: There have been 120+ information requests by visitors to the Plant Clinic so far in July.
- Thank-You: Chris asked Nancy to thank the Plant Clinic leaders; Leo Grass, Bonnie Courter, Karolyn Riecks, Ernie Amabisca, Barbara Horst, and Jude Stensland.
- Volunteers Needed: Veteran volunteers are needed in the Plant Clinic.

Victory Garden – Karolyn Ruzicka

- Produce Donations: This week 284# of produce were donated to UCAN. Home gardeners donated 32#.
- Gopher Population: The gopher population is down by three, thanks to Vicki's trapping expertise!

Old Business

- Audit Committee: Nancy reported the Audit Committee met and the report will be presented at the August Executive Board Meeting and in the Newsletter.
- Spring Into Gardening: Steve reported that Spring into Gardening would be held at the Phoenix School in the spring. Chris Rusch is heading that up.
- The Conference on Extraordinary Living asked him to have a wine tasting at their event.
- Lifetime Membership Award: Kay Livermore presented the proposed Lifetime Membership Award. President Nancy Fuller asked for discussion on the proposal prior to voting. After discussion of the pros and cons presented, the proposal was tabled for further research.

DOUGLAS COUNTY MASTER GARDENER ASSOCIATION BY-LAWS AMENDMENT

Article II: Membership

Section 1. Membership Classes. There shall be three **four** classes of membership: Active, Honorary, Emeritus **and Life**, as defined below.

Section 3. Life Membership. Life Membership will recognize those members who have made a substantial contribution to the Chapter. Life Members must meet the following criteria: 1) Have completed 10 years of service. 2) Have a minimum of 2500 Volunteer Hours. The Membership Director

will review the records each year and determine which members are eligible to receive a Life Membership. The Chapter will pay Chapter and OMGA Dues for Life Members.

The current Section 3 will now become Section 4.
The current Section 4 will now become Section 5.
The current Section 5 will now become Section 6.
The current Section 6 will now become Section 7.

(This section below will be added to the end of Policy and Procedures section on Membership Director).
Life Membership: You will review the records each year to determine if any members have earned Life Membership or deserve to be nominated for an Emeritus Membership.

New Business

- Accessing Volunteer Hours: Vicki McAlister explained to members how to access their volunteer hours. She will put the instructions in the Newsletter.
- Nominating Committee: The Nominating Committee presented the following slate of officers for 2020:

President	Nancy Fuller
Vice President	Diana Woodward
Secretary	Bonnie Courter
Treasurer	Toni Rudolph
Membership	Kay Livermore
OMGA Representative	Barbara Hamby
OMGA Alternate Rep	Kish Doyle

Julie Stanbery moved to accept the slate of officers as presented. Rosemary Brinkley seconded the motion. The membership approved unanimously.

Show and Tell

- Julie brought Crocosmia plants to share.
- Julie encouraged all members to enter items in the Fair.

The meeting adjourned at 11:40

Respectfully Submitted,
Sharon J. Bordeaux
Secretary

ANNOUNCEMENTS:

Insect Committee:	First and Third Monday at 10 AM
Discovery Garden Workdays	Tuesdays, 9 am to Noon
DCMG Chapter Meeting:	August 29, 2019 at 10AM
DCMG Executive Meeting	August 14, 2019 at 10 AM
Plant Clinic	Monday – Friday, 1–4 PM
Diagnostics Class	Thursday, August. 15, 10 AM (TBA)

12:06 PM
07/23/19

Douglas County Master Gardeners
Account Balances
As of July 23, 2019

	Jul 23, 19	
	<u>Debit</u>	<u>Credit</u>
10000 · BANK ACCOUNTS:10103 · NWCC - MMK SAVINGS	39,290.84	
10000 · BANK ACCOUNTS:10102 · NWCC - RESERVE ACCO...	5,002.18	
10000 · BANK ACCOUNTS:10101 · NWCC - CHECKING	1,342.64	
TOTAL	<u>45,635.66</u>	<u>0.00</u>

Douglas County Master Gardeners
 Cash Flow - Profit & Loss
 June 27 through July 23, 2019

	<u>Jun 27 - Jul 23, 19</u>
Income	
43400 · DONATIONS	
43410 · Contributions	100.00
Total 43400 · DONATIONS	<u>100.00</u>
45000 · Interest Income - Bank	10.59
46400 · PROGRAM SERVICE PROJECT (PSP)	
46440 · Soil Testing	10.00
Total 46400 · PROGRAM SERVICE PROJECT (PSP)	<u>10.00</u>
47000 · SPECIAL EVENTS	
47100 · PLANT SALE	
47140 · Sales - Post Event	120.00
Total 47100 · PLANT SALE	<u>120.00</u>
47220 · Compost Tea	194.00
Total 47000 · SPECIAL EVENTS	<u>314.00</u>
Total Income	<u>434.59</u>
Gross Profit	434.59
Expense	
60000 · EXPENSES	
61000 · MANAGEMENT & GENERAL	
61100 · AWARDS & BANQUET	
61120 · Banquet	50.03
Total 61100 · AWARDS & BANQUET	<u>50.03</u>
61500 · ADMINISTRATION	
61560 · Newsletter Postage	65.50
Total 61500 · ADMINISTRATION	<u>65.50</u>
Total 61000 · MANAGEMENT & GENERAL	115.53
62000 · PROGRAM SERVICE PROJECT (PSP)	
62400 · DISCOVERY GARDEN (DG)	
62402 · Butterfly Garden	16.25
62437 · Irrigation	174.08
62449 · Maintenance DG	70.07
62485 · Signage	68.82
Total 62400 · DISCOVERY GARDEN (DG)	<u>329.22</u>
Total 62000 · PROGRAM SERVICE PROJECT (PSP)	329.22
63000 · HORTICULTURAL LEARNING CTR(HLC)	
63145 · HLC Maintenance	66.00
63180 · Victory Garden	9.18
Total 63000 · HORTICULTURAL LEARNING CTR(HLC)	<u>75.18</u>

Douglas County Master Gardeners
Cash Flow - Profit & Loss
June 27 through July 23, 2019

	<u>Jun 27 - Jul 23, 19</u>
65000 · SPECIAL EVENTS	
65100 · PLANT SALE (PS)	
65110 · Advertising	254.91
65160 · Plants	620.46
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Total 65100 · PLANT SALE (PS)	875.37
65230 · Compost Tea	128.65
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Total 65000 · SPECIAL EVENTS	1,004.02
66000 · UTILITIES	
66010 · Electricity - HLC	
66010.2 · Electricity - 82346502 - HLC	202.56
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Total 66010 · Electricity - HLC	202.56
66020 · Electricity - Pump	
66020.2 · Electricity - 81156829 - Pump	33.70
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Total 66020 · Electricity - Pump	33.70
66050 · Water - Pitchford Meter	52.62
66060 · Water - River Forks Meter	311.88
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Total 66000 · UTILITIES	600.76
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Total 60000 · EXPENSES	2,124.71
68001 · Voids	0.00
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Total Expense	2,124.71
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Net Income	-1,690.12
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07/23/19
Cash Basis

Douglas County Master Gardeners
Actual vs Budget
January 1 through July 23, 2019

	Jan 1 - Jul 23...	Budget	\$ Over Budget
Income			
43400 · DONATIONS			
43410 · Contributions	117.00	0.00	117.00
43420 · Amazon Smile Foundation	19.13	0.00	19.13
43430 · Fred Meyer Community Rewards	1.29	0.00	1.29
43440 · Grants	0.00	0.00	0.00
Total 43400 · DONATIONS	137.42	0.00	137.42
44800 · DUES- MEMBERSHIP			
44810 · Membership Dues	2,170.00	2,210.00	-40.00
44820 · Newsletter	148.75	255.00	-106.25
Total 44800 · DUES- MEMBERSHIP	2,318.75	2,465.00	-146.25
45000 · Interest Income - Bank	37.74	75.00	-37.26
46400 · PROGRAM SERVICE PROJECT (PSP)			
46420 · Clinic & Office	0.00	0.00	0.00
46440 · Soil Testing	830.00	1,200.00	-370.00
Total 46400 · PROGRAM SERVICE PROJECT (PSP)	830.00	1,200.00	-370.00
47000 · SPECIAL EVENTS			
47100 · PLANT SALE			
47110 · Raffle	1,282.90	1,200.00	82.90
47120 · Entrance Fees	3,401.00	3,050.00	351.00
47130 · Sales - Event	25,093.23	23,100.00	1,993.23
47140 · Sales - Post Event	344.25	850.00	-505.75
47150 · Sales - Pre Event	4,281.74	3,000.00	1,281.74
47160 · Sales - Vendors' Booths	3,012.60	3,200.00	-187.40
47170 · Tips for 4-H Volunteers	120.69	0.00	120.69
Total 47100 · PLANT SALE	37,536.41	34,400.00	3,136.41
47210 · Bake Sale	0.00	1,200.00	-1,200.00
47220 · Compost Tea	690.00	900.00	-210.00
47230 · Tee Shirt Sales	0.00	0.00	0.00
47235 · Black Apparel	702.00	0.00	702.00
47240 · Trash-To-Treasure	3,652.10	3,000.00	652.10
Total 47000 · SPECIAL EVENTS	42,580.51	39,500.00	3,080.51
Total Income	45,904.42	43,240.00	2,664.42
Gross Profit	45,904.42	43,240.00	2,664.42
Expense			
60000 · EXPENSES			
61000 · MANAGEMENT & GENERAL			
61100 · AWARDS & BANQUET			
61110 · Awards	0.00	350.00	-350.00
61120 · Banquet	246.01	750.00	-503.99
Total 61100 · AWARDS & BANQUET	246.01	1,100.00	-853.99

07/23/19
Cash Basis

Douglas County Master Gardeners
Actual vs Budget
January 1 through July 23, 2019

	<u>Jan 1 - Jul 23...</u>	<u>Budget</u>	<u>\$ Over Budget</u>
61200 · CONFERENCES			
61210 · Chapter Meetings	0.00	0.00	0.00
61230 · OMGA International	0.00	0.00	0.00
61240 · OMGA Quarterly Meetings	0.00	0.00	0.00
61250 · OMGA Travel	0.00	1,225.00	-1,225.00
Total 61200 · CONFERENCES	<u>0.00</u>	<u>1,225.00</u>	<u>-1,225.00</u>
61300 · OMGA Dues	1,505.00	1,736.00	-231.00
61400 · GRANTS/GIFTS/SCHOLARSHIPS			
61420 · 4-H Donation	0.00	80.00	-80.00
61440 · Gifts - Hallmark	49.75	50.00	-0.25
61450 · Gifts - Miscellaneous	0.00	50.00	-50.00
61460 · Gifts - Officers	0.00	80.00	-80.00
61470 · Grant Purchases	0.00	0.00	0.00
61480 · Scholarships	0.00	1,000.00	-1,000.00
Total 61400 · GRANTS/GIFTS/SCHOLARSHIPS	<u>49.75</u>	<u>1,260.00</u>	<u>-1,210.25</u>
61500 · ADMINISTRATION			
61510 · Bank Charges	0.00	0.00	0.00
61520 · Check Print Charges	48.53	50.00	-1.47
61530 · Historian	0.00	0.00	0.00
61540 · Hospitality	236.57	250.00	-13.43
61550 · Liability Insurance	0.00	510.00	-510.00
61560 · Newsletter Postage	65.50	255.00	-189.50
61570 · OMGA Search for Excellence	0.00	150.00	-150.00
61580 · Postage for Exec Board	50.00	80.00	-30.00
61590 · Supplies for Exec Board	5.99	100.00	-94.01
Total 61500 · ADMINISTRATION	<u>406.59</u>	<u>1,395.00</u>	<u>-988.41</u>
Total 61000 · MANAGEMENT & GENERAL	<u>2,207.35</u>	<u>6,716.00</u>	<u>-4,508.65</u>
62000 · PROGRAM SERVICE PROJECT (PSP)			
62110 · ADVANCED TRAINING			
62120 · Continuing Education	0.00	150.00	-150.00
62150 · WINTER PROGRAM			
62160 · New Class - Supplies	0.00	20.00	-20.00
64170 · Speakers	300.00	600.00	-300.00
Total 62150 · WINTER PROGRAM	<u>300.00</u>	<u>620.00</u>	<u>-320.00</u>
Total 62110 · ADVANCED TRAINING	<u>300.00</u>	<u>770.00</u>	<u>-470.00</u>

07/23/19
Cash Basis

Douglas County Master Gardeners
Actual vs Budget
January 1 through July 23, 2019

	Jan 1 - Jul 23...	Budget	\$ Over Budget
62200 · CLINIC & OFFICE			
62210 · Farmers' Market - Canyonville	203.96	270.00	-66.04
62220 · Farmers' Market - Roseburg	100.00	350.00	-250.00
62240 · Insects	0.00	100.00	-100.00
62250 · Library	0.00	50.00	-50.00
62260 · Plant Clinic & Office Supplies	0.00	100.00	-100.00
62280 · Soil Testing	415.57	599.00	-183.43
62290 · Website Development	0.00	140.00	-140.00
Total 62200 · CLINIC & OFFICE	719.53	1,609.00	-889.47
62300 · COMMUNITY OUTREACH			
62310 · DC Fair Outreach Booth	292.75	600.00	-307.25
62320 · Printing Materials 4 Outreach	100.00	325.00	-225.00
62330 · Speakers Bureau	0.00	50.00	-50.00
Total 62300 · COMMUNITY OUTREACH	392.75	975.00	-582.25
62400 · DISCOVERY GARDEN (DG)			
62402 · Butterfly Garden	34.19	200.00	-165.81
62405 · Children's Garden	191.04	450.00	-258.96
62409 · Compost & Biochar	0.00	200.00	-200.00
62413 · Easy Access (Container Garden)	68.05	155.00	-86.95
62421 · Entry Garden	21.99	50.00	-28.01
62425 · Herb Garden	0.00	50.00	-50.00
62429 · Hummingbird Garden	0.00	0.00	0.00
62433 · Iris Garden	0.00	0.00	0.00
62437 · Irrigation	217.53	300.00	-82.47
62441 · Japanese Garden	56.89	100.00	-43.11
62445 · Kiosk - Donor Board	0.00	50.00	-50.00
62449 · Maintenance DG	119.79	900.00	-780.21
62453 · Mulch	0.00	400.00	-400.00
62457 · Orchard	0.00	125.00	-125.00
62461 · Ornamental Garden	0.00	0.00	0.00
62465 · Pavilion	0.00	0.00	0.00
62469 · Perennial Boarder	0.00	275.00	-275.00
62473 · Raised Beds (Dahlia-Lily)	0.00	100.00	-100.00
62477 · Rock Garden	0.00	160.00	-160.00
62481 · Shade Garden	31.70	50.00	-18.30
62485 · Signage	68.82	300.00	-231.18
62488 · Straw Bale Garden	0.00	0.00	0.00
62491 · Sun Garden	0.00	150.00	-150.00
62498 · Xeriscape Garden	0.00	100.00	-100.00
Total 62400 · DISCOVERY GARDEN (DG)	810.00	4,115.00	-3,305.00
Total 62000 · PROGRAM SERVICE PROJECT (PSP)	2,222.28	7,469.00	-5,246.72

07/23/19
Cash Basis

Douglas County Master Gardeners
Actual vs Budget
January 1 through July 23, 2019

	Jan 1 - Jul 23...	Budget	\$ Over Budget
63000 · HORTICULTURAL LEARNING CTR(HLC)			
63110 · Annual Pumping Expense (Diver)	0.00	250.00	-250.00
63120 · Eastside Greenhouse Maintenance	242.20	250.00	-7.80
63125 · Eastside Greenhouse Supplies	250.00	250.00	0.00
63130 · Garbage Dump Fee	51.00	150.00	-99.00
63140 · HLC Fire Extinguishers	0.00	60.00	-60.00
63145 · HLC Maintenance	1,178.33	1,200.00	-21.67
63150 · HLC Orchard	0.00	0.00	0.00
63160 · Toilet Repairs & Supplies	0.00	150.00	-150.00
63170 · Tree Trimming Professional	1,000.00	1,000.00	0.00
63180 · Victory Garden	278.28	520.00	-241.72
63185 · Victory Garden Signage	0.00	0.00	0.00
63190 · Westside Greenhouse Maintenance	449.19	1,000.00	-550.81
63195 · Westside Greenhouse Supplies	36.89	350.00	-313.11
Total 63000 · HORTICULTURAL LEARNING CTR(HLC)	3,485.89	5,180.00	-1,694.11
65000 · SPECIAL EVENTS			
65100 · PLANT SALE (PS)			
65110 · Advertising	2,273.55	2,400.00	-126.45
65120 · Contributions - PS Volunteers	120.00	300.00	-180.00
65130 · Exhibit Fees	3,159.00	3,400.00	-241.00
65140 · Next Year's Seeds	49.68	850.00	-800.32
65150 · Next Year's Supplies - PS	106.99	4,000.00	-3,893.01
65160 · Plants	1,200.00	1,200.00	0.00
65170 · Supplies	1,232.38	2,100.00	-867.62
65180 · Vendor Costs	0.00	200.00	-200.00
Total 65100 · PLANT SALE (PS)	8,141.60	14,450.00	-6,308.40
65190 · PROPANE TANKS			
65191 · Eastside Greenhouse #1 75532	517.28	800.00	-282.72
65193 · Eastside Greenhouse #2 MO327516	964.92	800.00	164.92
65196 · Westside Greenhouse #3 49518	367.81	600.00	-232.19
65198 · Westside Greenhouse #500 48450	0.00	800.00	-800.00
Total 65190 · PROPANE TANKS	1,850.01	3,000.00	-1,149.99
65210 · Bake Sale	0.00	75.00	-75.00
65230 · Compost Tea	128.65	160.00	-31.35
65250 · Taste-Off	0.00	0.00	0.00
65270 · Tee Shirts	0.00	0.00	0.00
65275 · Black Apparel	702.00	0.00	702.00
65290 · Trash-To-Treasure	93.50	150.00	-56.50
Total 65000 · SPECIAL EVENTS	10,915.76	17,835.00	-6,919.24
66000 · UTILITIES			
66010 · Electricity - HLC			
66010.1 · Electricity - 62314693 - HLC	1,466.80	1,467.00	-0.20
66010.2 · Electricity - 82346502 - HLC	2,580.74	2,733.00	-152.26
Total 66010 · Electricity - HLC	4,047.54	4,200.00	-152.46

07/23/19
Cash Basis

Douglas County Master Gardeners
Actual vs Budget
January 1 through July 23, 2019

	<u>Jan 1 - Jul 23...</u>	<u>Budget</u>	<u>\$ Over Budget</u>
66020 · Electricity - Pump			
66020.1 · Electricity - 23609842 - Pump	12.98	13.00	-0.02
66020.2 · Electricity - 81156829 - Pump	214.66	587.00	-372.34
Total 66020 · Electricity - Pump	<u>227.64</u>	<u>600.00</u>	<u>-372.36</u>
66050 · Water - Pitchford Meter	83.58	500.00	-416.42
66060 · Water - River Forks Meter	328.65	700.00	-371.35
Total 66000 · UTILITIES	<u>4,687.41</u>	<u>6,000.00</u>	<u>-1,312.59</u>
67000 · EXPENSE APPROVED NOT BUDGETED			
67010 · Discovery Garden (DG)	0.00	0.00	0.00
67020 · Greenhouse - Eastside	0.00	0.00	0.00
67030 · Greenhouse - Westside	0.00	0.00	0.00
67040 · Horticultural Learning Ctr(HLC)	7,790.00	0.00	7,790.00
Total 67000 · EXPENSE APPROVED NOT BUDGETED	<u>7,790.00</u>	<u>0.00</u>	<u>7,790.00</u>
Total 60000 · EXPENSES	<u>31,308.69</u>	<u>43,200.00</u>	<u>-11,891.31</u>
68001 · Voids	0.00	0.00	0.00
Total Expense	<u>31,308.69</u>	<u>43,200.00</u>	<u>-11,891.31</u>
Net Income	<u>14,595.73</u>	<u>40.00</u>	<u>14,555.73</u>