

DOUGLAS COUNTY MASTER GARDENERS
Chapter Meeting (via Zoom)
June 24, 2020

Call to Order: The meeting via Zoom platform was called to order by President Nancy Fuller at 10:00. Board members attending were Nancy Fuller, Bonnie Courter, Kay Livermore, Chris Rusch, Toni Rudolph and Diana Woodward. There were 20 members attending in all, including Steve Renquist.

Agenda Approval: The agenda was approved as posted.

Agent's Report - Steve Renquist:

Steve gave an update on the OSU restrictions in regards to COVID19. The Extension office is scheduled to be open next week, June 29. The door will be kept locked, so if you go to the office, you will sign in outside the entryway. Only one visitor or guest from the public will be allowed into Extension at a time. Masks must be worn in the office if you are with other people, but not if you are there by yourself, such as in the Plant Clinic. We are now able to volunteer out at the Discovery Garden and greenhouses as long as physical distancing is maintained. Masks are not required there, though if working in the greenhouses, masks are recommended. We still cannot gather for any large gatherings such as meetings larger than 25.

There is still nothing decided on how to handle our winter training class. Steve is considering options such as limiting the size to 16 instead of 30, or have classes split in half, each half meeting two days a week. The Annex is available to hold the class, however.

Steve has been busy helping with local farms and vineyards. The crops are good this year.

OFFICER REPORTS

Membership - Kay Livermore: Nothing to report.

OMGA - Chris Rusch for Barbie Hamby/Kish Doyle: The OMGA Quarterly meeting was held last week by "Zoom" with 30 people participating. Mini College was cancelled for this year and they are considering plans for a virtual Mini College next summer. The rest of the quarterly meetings this year will also be by Zoom platform.

OMGA is having trouble filling some committee member vacancies. Some chapters are experiencing more restrictions than our chapter and struggling financially due to the lack of fundraising.

Our chapter received the Karl Carlson grant to make flag signs for the Herb Garden and to purchase black plastic signs. We also received the Extension Educator grant of \$400 which will be used for Spring Into Gardening expenses.

Bruce Gravens highly recommended members taking the Tree School online course available through Extension and suggested we could incorporate it as a model for our winter training class as well. The link to take the course is: <https://knowyourforest.org/TreeSchoolOnline>

Vice-President - Diana Woodward: Diana is waiting to see if we can meet at a member's home for next month's chapter meeting as she does have a volunteer host. Steve will check into that, but said we probably shouldn't have it. It would depend on the location, whether distancing could be in place and probably not include a potluck. Steve said we could have the August and September chapter meeting out at the Discovery Garden.

Past President - Chris Rusch: No report.

President - Nancy Fuller:

Linda Thames (Hallmark) reported to Nancy that Tasha King fell and broke her leg in May, and is finally out of pain and getting a new cast next week. Anne Waddington had heart surgery in Portland. Dean Fernandez's wife passed away. Cards were sent to these three.

Nancy sent out the latest Policy & Procedures and Bylaws for approval. Please review and let Nancy know if there are any corrections. She included Zoom meetings in the Bylaws, stating that we can use that platform to hold voting if need be.

The Nominating Committee consists of Fred Alley, Sharon Hopkins and Diana Circle. They still need to find someone to fill the position of Treasurer by this weekend so the nominations can be published in the Newsletter. We also need a Publicity Chair to take over for Barbara Horst. The nominations will be voted on at the July chapter meeting.

NEW BUSINESS: Approval of the revised 2020 Budget

Toni presented the revised budget. The figures are based on the presumption that we will not have any fundraisers this coming budget year through May 2021. The figures show the maximum amounts that can be spent. Compost tea expenses were increased to \$150, so the total revised budget is \$27,610.

All donations will be moved to the pre-plant sale or post-plant sale event in July due to the tax code saying that donations are technically anything above and beyond the value of what was purchased.

Discussion ensued about needing a quorum of 25 of the general membership in order to have a vote. No one objected to having a legitimate vote from the 20 members present in this meeting. Jan Kirchner made a **motion to accept the revised 2020 budget as stands, with the total approved expenses of \$27,610.** Elva Sellens seconded it. **The vote to accept the budget was unanimous.**

OTHER BUSINESS:

There was some discussion raised by Bruce Gravens on how we can remove barriers or concerns that inhibit more members from participating in these Zoom meetings, since we will be conducting most of our meetings this way for the near future.

Nancy reminded everyone that we still cannot staff any Farmer's Market venues or do any outreach to the public face-to-face. Steve will look into getting permission to hold Advanced Diagnostics classes. He said that hopefully by mid-July more restrictions will be lifted by OSU.

Victory Garden - Ruth Stafford said they will be working twice a week starting in July, Mondays and Thursdays. They won't be able to take home garden donations on Tuesdays to UCAN, but members can bring produce by on Mondays or Thursdays. Ruth will send out an email through Shirley about the new hours and remind members to bring masks and practice physical distancing.

ANNOUNCEMENTS

Executive Board Meeting
Chapter Meeting

Wednesday, July 8, 10:00 (Zoom)*
Thursday, July 30, 10:00 (Zoom)

*Meetings will be via Zoom platform until further notice.

ADJOURNMENT: The meeting was adjourned at 11:10 AM.

Respectfully submitted,
Bonnie Courter, Secretary

2:18 PM
06/22/20

Douglas County Master Gardeners
Account Balances
As of June 22, 2020

	Jun 22, 20	
	Debit	Credit
10000 · BANK ACCOUNTS:10103 · NWCC - MMK SAVINGS	31,991.58	
10000 · BANK ACCOUNTS:10102 · NWCC - RESERVE ACCO...	5,005.10	
10000 · BANK ACCOUNTS:10101 · NWCC - CHECKING	1,431.06	
TOTAL	<u>38,427.74</u>	<u>0.00</u>

Douglas County Master Gardeners
Cash Flow - Profit & Loss
May 28 through June 22, 2020

	<u>May 28 - Jun 22, 20</u>
Income	
43400 · DONATIONS	
43410 · Contributions	1,324.83
Total 43400 · DONATIONS	<u>1,324.83</u>
45000 · Interest Income - Bank	4.64
Total Income	<u>1,329.47</u>
Gross Profit	1,329.47
Expense	
60000 · EXPENSES	
61000 · MANAGEMENT & GENERAL	
61300 · OMGA Dues	1,547.00
61500 · ADMINISTRATION	
61560 · Newsletter Printing & Postage	52.46
Total 61500 · ADMINISTRATION	<u>52.46</u>
Total 61000 · MANAGEMENT & GENERAL	1,599.46
66000 · UTILITIES	
66010.2 · Electricity - 82346502 - HLC	527.47
66020.2 · Electricity - 81156829 - Pump	25.13
66050 · Water - Heleck Hall Meter	225.08
66060 · Water - Caretakers Meter	29.39
Total 66000 · UTILITIES	<u>807.07</u>
Total 60000 · EXPENSES	<u>2,406.53</u>
Total Expense	<u>2,406.53</u>
Net Income	<u><u>-1,077.06</u></u>

06/22/20
Cash Basis

Douglas County Master Gardeners
Actual vs Budget
January through December 2020

	Jan - Dec 20	Budget	\$ Over Budget
Income			
43400 · DONATIONS			
43410 · Contributions	11,412.78	0.00	11,412.78
43420 · Amazon Smile Foundation	38.45	40.00	-1.55
43430 · Kroger Community Rewards	25.01	5.00	20.01
Total 43400 · DONATIONS	11,476.24	45.00	11,431.24
44800 · DUES- MEMBERSHIP			
44810 · Membership Dues	2,210.00	2,480.00	-270.00
44820 · Newsletter	262.50	203.00	59.50
Total 44800 · DUES- MEMBERSHIP	2,472.50	2,683.00	-210.50
45000 · Interest Income - Bank	19.17	70.00	-50.83
46400 · PROGRAM SERVICE PROJECT (PSP)			
46440 · Soil Testing	430.00	1,200.00	-770.00
46450 · Spring into Gardening - REFUND	250.00	1,200.00	-950.00
Total 46400 · PROGRAM SERVICE PROJECT (PSP)	680.00	2,400.00	-1,720.00
47000 · SPECIAL EVENTS			
47100 · PLANT SALE			
47110 · Raffle	0.00	1,200.00	-1,200.00
47120 · Entrance Fees	0.00	5,100.00	-5,100.00
47130 · Sales - Event	0.00	23,500.00	-23,500.00
47140 · Sales - Post Event	0.00	700.00	-700.00
47150 · Sales - Pre Event	0.00	3,250.00	-3,250.00
47160 · Sales - Vendors' Booths	0.00	3,100.00	-3,100.00
47170 · Tips for 4-H Volunteers	0.00	0.00	0.00
Total 47100 · PLANT SALE	0.00	36,850.00	-36,850.00
47210 · Bake Sale	0.00	2,000.00	-2,000.00
47220 · Compost Tea	0.00	950.00	-950.00
47230 · Tee Shirt Sales	0.00	0.00	0.00
47235 · Black Apparel	600.00	0.00	600.00
47240 · Trash-To-Treasure	4,399.18	3,000.00	1,399.18
47250 · Vermiculture - Worms	0.00	0.00	0.00
Total 47000 · SPECIAL EVENTS	4,999.18	42,800.00	-37,800.82
Total Income	19,647.09	47,998.00	-28,350.91
Gross Profit	19,647.09	47,998.00	-28,350.91
Expense			
60000 · EXPENSES			
61000 · MANAGEMENT & GENERAL			
61100 · AWARDS & BANQUET			
61110 · Awards	0.00	375.00	-375.00
61120 · Banquet	0.00	750.00	-750.00
Total 61100 · AWARDS & BANQUET	0.00	1,125.00	-1,125.00

06/22/20
Cash Basis

Douglas County Master Gardeners
Actual vs Budget
January through December 2020

	<u>Jan - Dec 20</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	800.00	-800.00
Total 61200 · CONFERENCES	<u>0.00</u>	<u>800.00</u>	<u>-800.00</u>
61300 · OMGA Dues	1,547.00	1,736.00	-189.00
61400 · GRANTS/GIFTS/SCHOLARSHIPS			
61420 · 4-H Donation	0.00	80.00	-80.00
61440 · Gifts - Hallmark postage/cards	0.00	50.00	-50.00
61450 · Gifts - Miscellaneous	5.00	100.00	-95.00
61460 · Gifts - Officers	0.00	80.00	-80.00
61480 · Scholarships	0.00	1,000.00	-1,000.00
Total 61400 · GRANTS/GIFTS/SCHOLARSHIPS	<u>5.00</u>	<u>1,310.00</u>	<u>-1,305.00</u>
61500 · ADMINISTRATION			
61510 · Bank Charges	0.00	0.00	0.00
61520 · Check Print Charges	0.00	50.00	-50.00
61530 · Historian	0.00	0.00	0.00
61540 · Hospitality	132.98	250.00	-117.02
61550 · Liability Insurance	0.00	510.00	-510.00
61560 · Newsletter Printing & Postage	130.98	250.00	-119.02
61570 · OMGA Search for Excellence	0.00	150.00	-150.00
61580 · Postage for Exec Board	0.00	80.00	-80.00
61590 · Supplies for Exec Board	0.00	150.00	-150.00
Total 61500 · ADMINISTRATION	<u>263.96</u>	<u>1,440.00</u>	<u>-1,176.04</u>
Total 61000 · MANAGEMENT & GENERAL	<u>1,815.96</u>	<u>6,411.00</u>	<u>-4,595.04</u>
62000 · PROGRAM SERVICE PROJECT (PSP)			
62110 · ADVANCED TRAINING			
62120 · Continuing Education	0.00	0.00	0.00
62125 · Spring into Gardening	0.00	525.00	-525.00
62150 · WINTER PROGRAM			
62160 · New Class - Supplies	8.99	20.00	-11.01
64170 · Speakers	450.00	650.00	-200.00
Total 62150 · WINTER PROGRAM	<u>458.99</u>	<u>670.00</u>	<u>-211.01</u>
Total 62110 · ADVANCED TRAINING	<u>458.99</u>	<u>1,195.00</u>	<u>-736.01</u>

06/22/20
Cash Basis

Douglas County Master Gardeners
Actual vs Budget
January through December 2020

	<u>Jan - Dec 20</u>	<u>Budget</u>	<u>\$ Over Budget</u>
62200 · CLINIC & OFFICE			
62210 · Farmers' Market - Canyonville	0.00	0.00	0.00
62220 · Farmers' Market - Roseburg	0.00	0.00	0.00
62240 · Insects	45.71	80.00	-34.29
62250 · Library	0.00	0.00	0.00
62260 · Plant Clinic & Office Supplies	0.00	100.00	-100.00
62280 · Soil Testing	400.00	416.00	-16.00
62290 · Website Development	0.00	150.00	-150.00
Total 62200 · CLINIC & OFFICE	<u>445.71</u>	<u>746.00</u>	<u>-300.29</u>
62300 · COMMUNITY OUTREACH			
62310 · DC Fair Outreach Booth	0.00	200.00	-200.00
62320 · Printing Materials 4 Outreach	0.00	200.00	-200.00
62330 · Speakers Bureau	0.00	0.00	0.00
Total 62300 · COMMUNITY OUTREACH	<u>0.00</u>	<u>400.00</u>	<u>-400.00</u>
62400 · DISCOVERY GARDEN (DG)			
62402 · Butterfly Garden	0.00	300.00	-300.00
62405 · Children's Garden	24.99	350.00	-325.01
62409 · Compost/Biochar/Vermiculture	0.00	100.00	-100.00
62413 · Easy Access (Container Garden)	241.95	300.00	-58.05
62421 · Entry Garden	0.00	50.00	-50.00
62425 · Herb Garden	0.00	150.00	-150.00
62429 · Hummingbird Garden	0.00	0.00	0.00
62433 · Iris Garden	199.87	200.00	-0.13
62437 · Irrigation	0.00	300.00	-300.00
62441 · Japanese Garden	0.00	125.00	-125.00
62445 · Kiosk - Donor Board	0.00	50.00	-50.00
62449 · Maintenance DG	216.50	1,050.00	-833.50
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	285.00	-285.00
62473 · Raised Beds (Dahlia-Lily)	0.00	100.00	-100.00
62477 · Rock Garden	0.00	400.00	-400.00
62481 · Shade Garden	0.00	50.00	-50.00
62485 · Signage	0.00	0.00	0.00
62491 · Sun Garden	0.00	200.00	-200.00
62498 · Xeriscape Garden	0.00	150.00	-150.00
Total 62400 · DISCOVERY GARDEN (DG)	<u>683.31</u>	<u>4,685.00</u>	<u>-4,001.69</u>
Total 62000 · PROGRAM SERVICE PROJECT (PSP)	<u>1,588.01</u>	<u>7,026.00</u>	<u>-5,437.99</u>

06/22/20
Cash Basis

Douglas County Master Gardeners
Actual vs Budget
January through December 2020

	Jan - Dec 20	Budget	\$ Over Budget
63000 · HORTICULTURAL LEARNING CTR(HLC)			
63110 · Annual Pumping Expense (Diver)	0.00	300.00	-300.00
63120 · Eastside Greenhouse Maintenance	709.84	4,920.00	-4,210.16
63125 · Eastside Greenhouse Supplies	160.58	250.00	-89.42
63130 · Garbage Dump Fee	15.00	175.00	-160.00
63140 · HLC Fire Extinguishers	0.00	60.00	-60.00
63145 · HLC Maintenance	136.93	800.00	-663.07
63150 · HLC Orchard	0.00	500.00	-500.00
63160 · Toilet Repairs & Supplies	9.59	150.00	-140.41
63170 · Tree Trimming Professional	0.00	1,000.00	-1,000.00
63180 · Victory Garden	237.39	831.00	-593.61
63185 · Victory Garden Signage	0.00	0.00	0.00
63190 · Westside Greenhouse Maintenance	98.22	1,000.00	-901.78
63195 · Westside Greenhouse Supplies	-59.00	350.00	-409.00
Total 63000 · HORTICULTURAL LEARNING CTR(HLC)	1,308.55	10,336.00	-9,027.45
65000 · SPECIAL EVENTS			
65100 · PLANT SALE (PS)			
65110 · Advertising	355.19	2,600.00	-2,244.81
65120 · Contributions - PS Volunteers	0.00	300.00	-300.00
65130 · Exhibit Fees	0.00	3,400.00	-3,400.00
65140 · Next Year's Seeds	0.00	850.00	-850.00
65150 · Next Year's Supplies - PS	0.00	4,000.00	-4,000.00
65164 · Plants - Eastside	174.96	600.00	-425.04
65168 · Plants - Westside	0.00	800.00	-800.00
65170 · Supplies	743.88	2,100.00	-1,356.12
65180 · Vendor Costs	0.00	200.00	-200.00
Total 65100 · PLANT SALE (PS)	1,274.03	14,850.00	-13,575.97
65190 · PROPANE TANKS			
65191 · Eastside Greenhouse #1 75532	527.76	1,050.00	-522.24
65193 · Eastside Greenhouse #2 MO327516	601.45	900.00	-298.55
65196 · Westside Greenhouse #3 49518	515.66	750.00	-234.34
65198 · Westside Greenhouse #500 48450	352.94	300.00	52.94
Total 65190 · PROPANE TANKS	1,997.81	3,000.00	-1,002.19
65210 · Bake Sale	0.00	75.00	-75.00
65230 · Compost Tea	0.00	150.00	-150.00
65250 · Taste-Off	0.00	0.00	0.00
65270 · Tee Shirts	0.00	0.00	0.00
65275 · Black Apparel	589.00	0.00	589.00
65290 · Trash-To-Treasure	39.99	150.00	-110.01
Total 65000 · SPECIAL EVENTS	3,900.83	18,225.00	-14,324.17

06/22/20
Cash Basis

Douglas County Master Gardeners
Actual vs Budget
January through December 2020

	<u>Jan - Dec 20</u>	<u>Budget</u>	<u>\$ Over Budget</u>
66000 · UTILITIES			
66010.2 · Electricity - 82346502 - HLC	1,574.25	4,400.00	-2,825.75
66020.2 · Electricity - 81156829 - Pump	25.13	400.00	-374.87
66050 · Water - Heleck Hall Meter	419.35	500.00	-80.65
66060 · Water - Caretakers Meter	29.39	700.00	-670.61
Total 66000 · UTILITIES	<u>2,048.12</u>	<u>6,000.00</u>	<u>-3,951.88</u>
67000 · EXPENSE APPROVED NOT BUDGETED			
67011 · Rock Garden - 2019 Karl Carlson	0.00	200.00	-200.00
67021 · ESG - 2019 Ford GRANT	2,239.67	2,239.67	0.00
Total 67000 · EXPENSE APPROVED NOT BUDGETED	<u>2,239.67</u>	<u>2,439.67</u>	<u>-200.00</u>
Total 60000 · EXPENSES	<u>12,901.14</u>	<u>50,437.67</u>	<u>-37,536.53</u>
Total Expense	<u>12,901.14</u>	<u>50,437.67</u>	<u>-37,536.53</u>
Net Income	<u>6,745.95</u>	<u>-2,439.67</u>	<u>9,185.62</u>