

DOUGLAS COUNTY MASTER GARDENERS
Chapter Meeting at home of Dawnetta Loomis
August 26, 2021

Continuing Ed: Discussion took place of “Season Extension Techniques” from the LevelUp Series. Few were able to watch it. Those who did felt Steve’s recent article on the same topic was just as helpful.

Dawnetta Loomis, Host: Dawnetta and her husband moved here in 2014, and she became a Master Gardener in 2019. Dawnetta is originally from Pennsylvania. The property comprises 5.2 acres, and she designed her raised bed vegetable garden herself. Both she and her husband served in the military - Dawnetta for 24 years in the Army. She also owned a catering business for 3.5 years.

Call to Order: The meeting was called to order at 10:14 AM. There were 23 in attendance, including President Julie Stanbery, Vice-President Diana Woodward, Treasurer Diane Smith-Lewsadder, OMGA Rep Kish Doyle, Past President Nancy Fuller, Secretary Bonnie Courter, and Membership Kay Livermore.

Agenda Approval: No changes were made to the agenda.

Minutes Approval: The minutes were approved as posted.

Agent’s Report - Steve Renquist:

Steve met with other agents from Josephine, Jackson, Lake, and Klamath Counties yesterday by phone. Most aren’t planning to hold a January training class. A lot of them, however, liked the idea of a fall class with hands-on sessions. He also spoke with the new Josephine County agent who will start in one month. He invited her to sit in on our fall class which she will try to do as she wants to get more hands-on experience. Once Steve is gone, he suggested we tap into help from Josephine and Lane County agents.

There’s been a late season surge of coddling moth, so if MG’s have apples or pears, make one more application of Spinosad or Cyd-X.

Fall Training Class - Kish is interviewing people this week and next. 21 so far have applied, filled out paperwork and paid their fee. Thursdays in October will be hands-on activities at the Discovery Garden to supplement the class.

OFFICER REPORTS

Membership - Kay Livermore: We have 229 members. Kay has been researching the hours of members, following up on those who haven’t completed their 60 hours.

OMGA - Kish Doyle: Nothing to report. Next OMGA meeting is October 1 and 2.

Treasurer - Diane Smith-Lewsadder:

- Dawnetta Loomis is now officially taking over the Treasurer duties as of today. Diane has given her all the materials to perform her duties.
- We have only received \$64 from Amazon Smiles so far this year, which seems very low. Diane encouraged others to participate as Amazon designates a percentage of what you buy directly to DCMG through this program. BottleDrop is doing well with \$500 made so far this year, and \$84.68 from Kroger.
- The Waddington Fund is now in our second money market fund.

Vice-President - Diana Woodward:

- The next LevelUp series is September 14, "Gardening With Native Plants for Pollinators" led by Gail Langellotto.
- The next chapter meeting will be held at the Pavilion. It will be followed by a potluck welcome for our new class, and we will get chicken to supplement the potluck. Before the meeting, at 9:00, we will give our new students a tour of the Discovery Garden.

Past President - Nancy Fuller: Policy and Procedures needs to be revised.

President - Julie Stanbery: Alicia Christiansen will be giving her annual Native Tree Walk, at the Elkton Butterfly Education Center September 17. Advanced registration is required by September 13, online, in-person, or by mail, and there is a \$10 fee.

COMMITTEE REPORTS

Audit Report - Dawnetta Loomis: The deadline for submissions for the 2022 budget is September 20.

The audit for June 25, 2020 to June 18, 2021 was performed on June 18, 2021. We met with our current Treasurer, Diane Smith-Lewsadder, at the Discovery Garden Pavilion and with former Treasurer, Toni Rudolph. The audit committee members were Vicki McAlister, Dawnetta Loomis and Karolyn Riecks.

The following items were reviewed during the audit:

- Confirmed our chapter 2020 Tax Return was filed with the OMGA Treasurer.
- Verified that chapter liability insurance is being maintained for the members.
- Verified that the current budget was being used to monitor income and expenses.
- Reviewed random financial transactions for the audited period to verify that transactions were properly documented and accurate.
- Reviewed bank statements and reconciliation reports to ensure that our electronic records accurately reflect transactions in our bank accounts.
- Checked that financial documentation on the Treasurer's computer regarding financial statements, bank statements and reconciliation reports was up to date and complete.

After the above review, we were satisfied that the Chapter's books are being maintained in accordance with generally accepted accounting standards and are accurate.

Because of the pandemic, we verified information on the Treasurer's computer and not the computer in the Plant Clinic. The Treasurer is following OMGA methodology for off-site backup of financial data by maintaining a backup on a thumb drive. Once the Treasurer is able to go back to the Extension Office, the financial information will also be maintained on the Plant Clinic computer which will provide an additional layer of security.

Respectfully submitted by:
Vicki McAlister, Dawnetta Loomis and Karolyn Riecks
2021 Audit Committee

Awards Team: Ann Severson will now be in charge of volunteer recognition.

Kay Livermore reported members eligible for swinger bars for the month of July are:

60 hours: Carla Davis, Marcy Gustafson, Natalia Spencer

200 hours: Sylvia Andino, Joy Keeling

500 hours: Linda Estep

3000 hours: Carol Bolt

Awards Banquet - Judy Huntley: The Board decided to cancel the banquet this year due to COVID. We will hopefully have the awards banquet in January instead.

Community Outreach - Leo Grass: Leo taught a class at Phoenix School for AmeriCorps to 14, 6-10 year-olds on soil and seeds. He also received a request for a garden tour in November for about 50 blind people. UCAN wants to have a recognition event out at our garden. Julie will give them a tour of the Victory Garden. Also the Glide Garden Club wants a tour on September 9 at 10:30 which Leo will do.

Discovery Garden - Julie Stanbery: The repairs on the Pavilion roof are done, and it came out under \$700 for cost. Overhead Doors gave us a big break.

Fundraising - Nathan Baily: Not present. Julie handed out BottleDrop bags.

Greenhouse East - Ann Severson: The core group is back, cleaning, propagating, and dividing succulents.

Greenhouse West - Joy Keeling: We have a nice crew working, dividing, cleaning, and taking cuttings.

Hallmark - Linda Thames:

- Sent a sympathy card to Kathy McIntyre whose husband, George, passed away.
- Kathy Hart was hospitalized with diverticulitis.
- Elaine Moriarty had knee surgery.

Newsletter - Bonnie Courter: The September Newsletter is dedicated to introducing our organization to the new students. Please send me your article and photo explaining what your duties are for each position you may hold by Saturday, August 28.

Plant Clinic - Chris Rusch: Our Plant Clinic is open!! Things are a bit slow as we work to rebuild our program. The OSU Master Gardener Plant Clinic is an outreach opportunity to help our community plan their summer gardens and landscapes by answering a wide range of questions. This includes diagnosing plant problems and identifying insects. Our hours are 1-4, Monday through Friday.

If you want to work at the Plant Clinic, send me (Chris) an email. We are accepting volunteers for the Monday through Thursday shifts 1-4 PM.

We had a bit over 100 contacts during the month of August. Many questions were regarding sun scorch and fruit tree issues.

Publicity - Cheryl Caplan: Not present. No report.

Spring Into Gardening - Chris Rusch: Not present. No report.

Victory Garden - Carolyn Ruzicka & Linda Brunanchon:

Halfway through August and we have passed our UCAN donation totals from last year at this time! Last year was 2,663 pounds by end of August - as of today we have donated 3,504!. Tomatoes are coming on like crazy since the weather has cooled some. Summer squash is doing well, and last week we took in the first of the melons. Beans should be good for another couple of weeks. It works well for the garden to be harvested twice a week instead of once a week as in the past. Anyone is welcome to come out to help harvest on Monday or Thursday. We start at 8:30 and pick 2-3 hours. MG's can bring their excess produce from their home garden on Monday or Thursday mornings and we will delivery to UCAN under "MG Home Garden".

Waddington Fund - Team: A committee is being formed to start discussions and proposals for putting these funds to good use. So far, Nancy Fuller, Kish Doyle, Patrice Sipos, Toni Rudolph, Diane Smith-Lewsadder, Julie Stanbery and Steve Renquist are on that committee. Julie would like newer volunteers to join it with their ideas. Julie will establish a meeting date after Labor Day. Sharon Hopkins will be working on the memorial bench for Anne.

OLD BUSINESS: None

NEW BUSINESS: Farewell to Outgoing Officer/Installation of Officers

Diane Smith-Lewsadder was recognized for her work as Treasurer and given a lovely planter filled with succulents.

Board officers present were sworn in by Nancy Fuller: President Julie Stanbery, Vice-President Diana Woodward, Secretary Bonnie Courter, Treasurer Dawnetta Loomis, and Membership Kay Livermore.

SHOW AND TELL:

- Steve showed off his huge pepper from his garden. He credits the use of shade cloth on his vegetables which really helped with the heat. He used a white frost cloth which is usually used as a row cover, and fastened the cloth to 6' tall stakes so the breezes can flow easily.
- Julie brought crocosmia bulbs to give away.

ANNOUNCEMENTS:

Executive Board meeting September 8 at 10:00, at the DG Pavilion.

ADJOURNMENT: The meeting was adjourned at 11:50 AM followed by potluck and Dawnetta's home oven-fired pizzas.

Respectfully submitted,
Bonnie Courter, Secretary

10:36 AM
08/25/21

Douglas County Master Gardeners
Account Balances
As of August 25, 2021

	Aug 25, 21	
	Debit	Credit
10000 · BANK ACCOUNTS:10104 · NWCC - WADDINGTON F...	89,473.75	
10000 · BANK ACCOUNTS:10103 · NWCC - MMK SAVINGS	39,059.52	
10000 · BANK ACCOUNTS:10102 · NWCC - RESERVE ACCO...	5,008.23	
10000 · BANK ACCOUNTS:10101 · NWCC - CHECKING	1,837.67	
TOTAL	<u>135,379.17</u>	<u>0.00</u>

Douglas County Master Gardeners
Cash Flow - Profit & Loss
July 29 through August 25, 2021

	<u>Jul 29 - Aug 25, 21</u>
Income	
43400 · DONATIONS	
43410 · Contributions	50.00
43430 · Kroger Community Rewards	40.90
43435 · BottleDrop	200.40
	<hr/>
Total 43400 · DONATIONS	291.30
45000 · Interest Income - Bank	6.65
46400 · PROGRAM SERVICE PROJECT (PSP)	
46440 · Soil Testing	100.00
	<hr/>
Total 46400 · PROGRAM SERVICE PROJECT (PSP)	100.00
47000 · SPECIAL EVENTS	
47100 · PLANT SALE	
47140 · Sales - Post Event	205.75
	<hr/>
Total 47100 · PLANT SALE	205.75
47220 · Compost Tea	94.00
	<hr/>
Total 47000 · SPECIAL EVENTS	299.75
	<hr/>
Total Income	697.70
	<hr/>
Gross Profit	697.70
	<hr/>
Expense	
60000 · EXPENSES	
61000 · MANAGEMENT & GENERAL	
61100 · AWARDS & BANQUET	
61110 · Awards	183.00
	<hr/>
Total 61100 · AWARDS & BANQUET	183.00
61500 · ADMINISTRATION	
61560 · Newsletter Printing & Postage	23.23
	<hr/>
Total 61500 · ADMINISTRATION	23.23
	<hr/>
Total 61000 · MANAGEMENT & GENERAL	206.23
62000 · PROGRAM SERVICE PROJECT (PSP)	
62300 · COMMUNITY OUTREACH	
62310 · DC Fair Outreach Booth	32.18
	<hr/>
Total 62300 · COMMUNITY OUTREACH	32.18

Douglas County Master Gardeners
Cash Flow - Profit & Loss
July 29 through August 25, 2021

	<u>Jul 29 - Aug 25, 21</u>
62400 · DISCOVERY GARDEN (DG)	
62402 · Butterfly Garden	0.00
62437 · Irrigation	0.00
62445 · Kiosk - Donor Board	0.00
62449 · Maintenance DG	59.37
62461 · Ornamental Garden	0.00
62488 · Straw Bale Garden	0.00
	<hr/>
Total 62400 · DISCOVERY GARDEN (DG)	59.37
Total 62000 · PROGRAM SERVICE PROJECT (PSP)	91.55
63000 · HORTICULTURAL LEARNING CTR(HLC)	
63145 · HLC Maintenance	0.00
63180 · Victory Garden	370.83
	<hr/>
Total 63000 · HORTICULTURAL LEARNING CTR(HLC)	370.83
65000 · SPECIAL EVENTS	
65100 · PLANT SALE (PS)	
65168 · Plants - Westside	402.87
	<hr/>
Total 65100 · PLANT SALE (PS)	402.87
Total 65000 · SPECIAL EVENTS	402.87
66000 · UTILITIES	
66010 · Electricity - HLC	
66010.2 · Electricity - 82346502 - HLC	142.15
	<hr/>
Total 66010 · Electricity - HLC	142.15
66020 · Electricity - Pump	
66020.2 · Electricity - 81156829 - Pump	22.64
	<hr/>
Total 66020 · Electricity - Pump	22.64
Total 66000 · UTILITIES	164.79
67000 · EXPENSE APPROVED NOT BUDGETED	
67014 · Pavillion Repairs	654.00
	<hr/>
Total 67000 · EXPENSE APPROVED NOT BUDGETED	654.00
Total 60000 · EXPENSES	1,890.27
Total Expense	1,890.27
Net Income	-1,192.57

08/25/21
Cash Basis

Douglas County Master Gardeners
Actual vs Budget
January through December 2021

	<u>Jan - Dec 21</u>	<u>Budget</u>	<u>\$ Over Budget</u>
Income			
43400 · DONATIONS			
43410 · Contributions	90,118.07	736.00	89,382.07
43420 · Amazon Smile Foundation	64.00	78.00	-14.00
43430 · Kroger Community Rewards	81.68	66.00	15.68
43435 · BottleDrop	499.40	415.00	84.40
Total 43400 · DONATIONS	<u>90,763.15</u>	<u>1,295.00</u>	<u>89,468.15</u>
44800 · DUES- MEMBERSHIP			
44810 · Membership Dues	2,370.00	2,333.00	37.00
44820 · Newsletter	192.50	192.00	0.50
Total 44800 · DUES- MEMBERSHIP	<u>2,562.50</u>	<u>2,525.00</u>	<u>37.50</u>
45000 · Interest Income - Bank	34.04	35.00	-0.96
46400 · PROGRAM SERVICE PROJECT (PSP)			
46440 · Soil Testing	827.00	810.00	17.00
Total 46400 · PROGRAM SERVICE PROJECT (PSP)	<u>827.00</u>	<u>810.00</u>	<u>17.00</u>
47000 · SPECIAL EVENTS			
47100 · PLANT SALE			
47130 · Sales - Event	7,041.64	7,048.00	-6.36
47140 · Sales - Post Event	1,842.00	500.00	1,342.00
47150 · Sales - Pre Event	805.00	805.00	0.00
Total 47100 · PLANT SALE	<u>9,688.64</u>	<u>8,353.00</u>	<u>1,335.64</u>
47220 · Compost Tea	655.00	700.00	-45.00
47240 · Trash-To-Treasure	4,530.30	3,500.00	1,030.30
Total 47000 · SPECIAL EVENTS	<u>14,873.94</u>	<u>12,553.00</u>	<u>2,320.94</u>
Total Income	<u>109,060.63</u>	<u>17,218.00</u>	<u>91,842.63</u>
Gross Profit	109,060.63	17,218.00	91,842.63
Expense			
60000 · EXPENSES			
61000 · MANAGEMENT & GENERAL			
61100 · AWARDS & BANQUET			
61110 · Awards	506.42	618.42	-112.00
61120 · Banquet	0.00	224.00	-224.00
Total 61100 · AWARDS & BANQUET	<u>506.42</u>	<u>842.42</u>	<u>-336.00</u>
61200 · CONFERENCES			
61250 · OMGA Travel	0.00	229.00	-229.00
Total 61200 · CONFERENCES	<u>0.00</u>	<u>229.00</u>	<u>-229.00</u>
61400 · GRANTS/GIFTS/SCHOLARSHIPS			
61480 · Scholarships	0.00	300.00	-300.00
Total 61400 · GRANTS/GIFTS/SCHOLARSHIPS	<u>0.00</u>	<u>300.00</u>	<u>-300.00</u>

08/25/21
Cash Basis

Douglas County Master Gardeners
Actual vs Budget
January through December 2021

	<u>Jan - Dec 21</u>	<u>Budget</u>	<u>\$ Over Budget</u>
61500 · ADMINISTRATION			
61520 · Check Print Charges	49.71	50.00	-0.29
61540 · Hospitality	0.00	35.00	-35.00
61550 · Liability Insurance	0.00	637.00	-637.00
61560 · Newsletter Printing & Postage	132.80	193.00	-60.20
61580 · Postage for Exec Board	28.60	106.00	-77.40
61590 · Supplies for Exec Board	0.00	127.00	-127.00
Total 61500 · ADMINISTRATION	<u>211.11</u>	<u>1,148.00</u>	<u>-936.89</u>
Total 61000 · MANAGEMENT & GENERAL	717.53	2,519.42	-1,801.89
62000 · PROGRAM SERVICE PROJECT (PSP)			
62200 · CLINIC & OFFICE			
62260 · Plant Clinic & Office Supplies	0.00	100.00	-100.00
62280 · Soil Testing	254.58	450.00	-195.42
62290 · Website Development	0.00	150.00	-150.00
Total 62200 · CLINIC & OFFICE	<u>254.58</u>	<u>700.00</u>	<u>-445.42</u>
62300 · COMMUNITY OUTREACH			
62310 · DC Fair Outreach Booth	45.66	100.00	-54.34
Total 62300 · COMMUNITY OUTREACH	<u>45.66</u>	<u>100.00</u>	<u>-54.34</u>
62400 · DISCOVERY GARDEN (DG)			
62417 · Educational Signage	89.98	150.00	-60.02
62449 · Maintenance DG	1,010.59	1,252.00	-241.41
Total 62400 · DISCOVERY GARDEN (DG)	<u>1,100.57</u>	<u>1,402.00</u>	<u>-301.43</u>
Total 62000 · PROGRAM SERVICE PROJECT (PSP)	1,400.81	2,202.00	-801.19
63000 · HORTICULTURAL LEARNING CTR(HLC)			
63110 · Annual Pumping Expense (Diver)	0.00	300.00	-300.00
63120 · Eastside Greenhouse Maintenance	0.00	700.00	-700.00
63125 · Eastside Greenhouse Supplies	0.00	800.00	-800.00
63130 · Garbage Dump Fee	0.00	144.00	-144.00
63140 · HLC Fire Extinguishers	54.00	58.00	-4.00
63145 · HLC Maintenance	281.03	604.00	-322.97
63160 · Toilet Repairs & Supplies	0.00	94.00	-94.00
63180 · Victory Garden	507.23	226.00	281.23
63190 · Westside Greenhouse Maintenance	16.20	269.00	-252.80
63195 · Westside Greenhouse Supplies	28.63	173.00	-144.37
Total 63000 · HORTICULTURAL LEARNING CTR(HLC)	<u>887.09</u>	<u>3,368.00</u>	<u>-2,480.91</u>

08/25/21
Cash Basis

Douglas County Master Gardeners
Actual vs Budget
January through December 2021

	<u>Jan - Dec 21</u>	<u>Budget</u>	<u>\$ Over Budget</u>
65000 · SPECIAL EVENTS			
65100 · PLANT SALE (PS)			
65110 · Advertising	0.00	200.00	-200.00
65140 · Next Year's Seeds	0.00	800.00	-800.00
65150 · Next Year's Supplies - PS	119.34	800.00	-680.66
65164 · Plants - Eastside	0.00	150.00	-150.00
65168 · Plants - Westside	402.87	650.00	-247.13
65170 · Supplies	1,477.02	2,033.00	-555.98
Total 65100 · PLANT SALE (PS)	1,999.23	4,633.00	-2,633.77
65190 · PROPANE TANKS			
65191 · Eastside Greenhouse #1 75532	352.87	912.00	-559.13
65193 · Eastside Greenhouse #2 MO327516	281.13	825.00	-543.87
65196 · Westside Greenhouse #3 49518	0.00	574.00	-574.00
65198 · Westside Greenhouse #500 48450	0.00	399.00	-399.00
Total 65190 · PROPANE TANKS	634.00	2,710.00	-2,076.00
65210 · Bake Sale	0.00	75.00	-75.00
65290 · Trash-To-Treasure	0.00	475.00	-475.00
Total 65000 · SPECIAL EVENTS	2,633.23	7,893.00	-5,259.77
66000 · UTILITIES			
66010 · Electricity - HLC			
66010.2 · Electricity - 82346502 - HLC	2,039.66	2,964.00	-924.34
Total 66010 · Electricity - HLC	2,039.66	2,964.00	-924.34
66020 · Electricity - Pump			
66020.2 · Electricity - 81156829 - Pump	72.08	301.00	-228.92
Total 66020 · Electricity - Pump	72.08	301.00	-228.92
66050 · Water - Heleck Hall Meter	607.42	1,077.00	-469.58
66060 · Water - Caretakers Meter	7.82	69.00	-61.18
Total 66000 · UTILITIES	2,726.98	4,411.00	-1,684.02
67000 · EXPENSE APPROVED NOT BUDGETED			
67011 · Rock Garden - 2019 Karl Carlson	143.70	143.70	0.00
67014 · Pavillion Repairs	654.00	1,500.00	-846.00
Total 67000 · EXPENSE APPROVED NOT BUDGETED	797.70	1,643.70	-846.00
Total 60000 · EXPENSES	9,163.34	22,037.12	-12,873.78
Total Expense	9,163.34	22,037.12	-12,873.78
Net Income	99,897.29	-4,819.12	104,716.41