

# Douglas County Master Gardeners Executive Board Minutes

## February 13, 2013

### ATTENDANCE

Jen Bailey, Maureen Benice, Rosemary Brinkley, Mik Carlson, Bonnie Courter, Leo Grass, Michelle Harding-Olson, Betty Ison, Richard Johnstone, Vicki McAlister, Renee McElhatton, Barbara MacPherson, Judy Mercer, Barbara Robinson, Toni Rudolph, Elva Sellens, Larry Sutton, Ann Swagerty

### MINUTES

The January 2013 Executive Board minutes were approved as submitted.

### HORTICULTURE AGENT – Maureen Benice reporting for Steve Renquist

The 2013 Winter Training Program is going well. We have 27 students. The concurrent sessions were held last week. This week was Seeding at the Greenhouse, and Plant ID at the Annex.

**Maureen** has the sign-up sheet for helping with the Spring into Gardening program on Saturday, February 23<sup>rd</sup> at UCC. The planning meeting will be on Friday, February 22<sup>nd</sup> at 10:30 AM in the Annex Auditorium.

### MEMBERSHIP DIRECTOR – Vicki McAlister

**Vicki** has received 196 membership renewal dues, which is just 73% of the 2012 membership. She will be contacting members to encourage them to send in their dues.

**Mik Carlson** asked about the membership roster, as it is critical for committee heads to have access to the current membership list. **Vicki** explained that the cut-off for the printed roster will be around mid-March. However, Vicki sends out a PDF version of the roster to key members (officers, committee heads) every quarter. She can send the most recent version of the roster via e-mail upon request at any time. Note that we still have not resolved the issue of sending out the roster via e-mail to all members.

### OMGA REPRESENTATIVE – Rosemary Brinkley

We still have a number of important issues with how OMGA is being run:

- Their web site is very out-of-date
- We have yet to receive a financial report from them
- They promised to publish the presentations from last year's Mini-College on their web site, but it never happened. While the plan had been for them to publish the speakers' bios and presentations for this year's Mini-College, they appear to be renegeing on this commitment.

**Toni** pointed out that OMGA *does* handle the required IRS tax reporting. If we were to separate ourselves from OMGA, our Treasurer would need to put in a lot more work to prepare our own tax filings.

### TREASURER – Toni Rudolph

**Toni** reviewed the Treasurer's Report, as attached.

There is a new process for handling the water bill. **Jackie Carpenter** reports the meter readings to Toni once a week, and Toni reports to Douglas County once a month. The County bills us once a month, based on these numbers. When the County checks the meter directly, we'll reconcile any discrepancy with them.

### VICE-PRESIDENT – Larry Sutton reporting for Fred Alley

The Continuing Education program for February will be Geoff Niles on Mushrooms.

**PAST PRESIDENT – Judy Huntley** could not attend the meeting.

## **PRESIDENT – Larry Sutton**

**Rosemary Brinkley** is Chair of the Nominating Committee for new officers.

Portland has been selected as the site for the 2017 International Master Gardeners Conference.

We won the competition for the 2013 International Master Gardeners' Search for Excellence, with **Judy Mercer's** submission on our Plant Clinic. This was extremely competitive, with 360 eligible submissions, and 72 in the "last cut".

The 2012 report from the Audit Committee was never formally accepted by the Board back in September 2012. **Toni Rudolph** made, and **Jen Bailey** seconded, the motion to accept the 2012 report and indefinitely postpone the implementation of Recommendation #1, re our policy to cash membership dues after the first of the year. The motion was passed. See the attached audit report.

## **COMMUNITY OUTREACH – Leo Grass**

**Leo** researched our having a booth at the upcoming Home Show at the Douglas County Fairgrounds. There will be no complimentary booths this year – it will cost \$350 for a 10'x10' in-line booth, or \$400 for a corner booth. Given that we have had very poor attendance at our presentations at the Home Show recently, the consensus of the group was that the Home Show was not worth this level of financial investment.

**Maureen Benice** and **LaVerne Bailey** are giving a presentation on roses tomorrow (February 14<sup>th</sup>) to the Sutherlin Garden Club, with an emphasis on pruning and disease control. They'll give the same presentation to the Lookingglass Garden Club next month.

## **PLANT CLINIC – Judy Mercer**

**Judy** reported that she received very positive feedback from the concurrent sessions for the 2013 class. All members of the class have signed up for their two training sessions with their mentors, so the Plant Clinic schedule is now open for all veterans to sign up for duty.

**Maureen Benice** is looking for a replacement for herself to coordinate Plant Clinic duty at Kruse Farms. We are there every Saturday from 8:45 AM to 12:30 PM from mid-May to the end of September. **Maureen** will still volunteer once a month, and **Barbara Robinson** and crew will maintain their usual schedule – but we need a new coordinator.

## **DISCOVERY GARDEN – Larry Sutton reporting for Julie Stanbery**

**Ann Swagerty**, 2013 Class Representative, is taking the lead on coordinating the class photos. **Jen Bailey** will let her know the four new class members who have expressed interest in photography.

We are changing the format of the class graduation to allow time for photos of the new members receiving their badges and appearing with their mentors.

The Continuing Education program for the March meeting has changed. Geoff Niles will give a presentation on mushrooms. **Pam Barrows'** session on Time Sheets needs to be rescheduled or addressed in some way.

**Jen Bailey** is coordinating a meeting on Discovery Garden Signage, to be held directly after the Chapter meeting on February 28<sup>th</sup>.

**Eileen Kelley's** map of the Discovery Garden will be printed and distributed to our members. **Elva Sellens** had a correction to the map, which will be conveyed to Eileen.

## **AWARDS – Betty Ison**

The Awards Committee is meeting at 10:30 after this meeting to discuss State nominations.

## **PUBLICITY – Bonnie Courter**

Bonnie has submitted ads for the Plant Sale to the News-Review. She has submitted Public Service Announcements (PSAs) to local TV and radio stations about the Trash to Treasures Sale, and will publish a classified ad in the News-Review. She has ordered 20 lawn signs for the Plant Sale, and is seeking volunteers to place these signs in key locations. **Renee McElhatton** volunteered to donate PVC pipe to display our banners as stand-alone signs, as it's become quite difficult to obtain permission to post these banners on fencing

**TRASH TO TREASURES – Deb Haynes and Cindy Rich** were not present.

Everything is on track for the Trash to Treasures Sale on Saturday, February 23<sup>rd</sup>.

## **PLANT SALE – Barbara Robinson**

**Barbara** circulated the flyer announcing this year's Plant Sale, with original artwork by **Sharon Hopkins**. They held their first committee meeting last month, and it went very well. The signup sheets are always available in the Plant Clinic, and will be available at all classes and meetings as well.

**Bonnie Courter** is seeking a replacement to head up the Pickup Area, as she cannot be there all day.

## **T-SHIRTS – Barbara Robinson**

**Barbara** is again coordinating the sale of the black t-shirts, hats and aprons to Douglas County Master Gardeners. The trademark symbol will be added to the logo. The consensus of the group was that we sell these items at cost, with no mark-up.

**Valerie Call** is coordinated the sale of the "flowered" t-shirts, with both the 2012 and 2013 designs by **Sharon Hopkins**. The deadline for ordering T-shirts has been extended to February 28<sup>th</sup>, the next Chapter meeting. There will be another opportunity after that for members to order these T-shirts.

**OLD BUSINESS – None**

**NEW BUSINESS – None**

## **ANNOUNCEMENTS:**

**Toni Rudolph** announced that there's an educational session about Medicare on Thursday, February 21, from 5:30 to 8:00 PM at the public library.

Awards Committee – 13 February 2013 immediately following Executive Board

Pruning Ornamental Shrubs – 15 February 2013 1:00-4:00 Discovery Garden

Insect Committee – 18 February 2013 10:00 Plant Clinic

Continuing Education – 28 February 2013 9:00 Extension Auditorium

Chapter Meeting – 28 February 2013 10:00 Extension Auditorium

Spring into Gardening – 23 February 2013 UCC

Rose and Hydrangea Pruning – 4 March 2013 1:00-4:00 Discovery Garden

Japanese Garden Pruning – 8 March 2013 9:00-noon Discovery Garden

Trash to Treasures set-up – 22 March 2013 Extension Auditorium

Trash to Treasures – 23 March 2013 Extension Auditorium

Discovery Garden Workday – 26 March 2013 Starts the regular season

**ADJOURNMENT**

The meeting was adjourned at 10:00 AM.

Respectfully submitted,

Jen Bailey