

Douglas County Master Gardeners Executive Board Minutes

May 8, 2013

ATTENDANCE

Fred Alley, Jen Bailey, Maureen Benice, Rosemary Brinkley, Bonnie Courter, Leo Grass, Michelle Harding-Olson, Betty Ison, Vicki McAlister, Steve Renquist, Barbara Robinson, Toni Rudolph, Elva Sellens, Larry Sutton

MINUTES

The April 2013 Executive Board minutes were approved as submitted.

VISITORS

Beverly Paulson of the League of Women Voters gave us information about their Country Garden Tour on Saturday, June 15th.

HORTICULTURE AGENT – Steve Renquist

Steve complimented everyone on the Plant Sale. The Diagnostics meeting on Wednesday, May 15th will focus on abiotic stress, in anticipation of drought conditions this summer. It's important to keep the soil recharged up-front. Coddling moths are showing up in his pheromone traps. Traps are available at the Douglas County Farmers Coop and on-line (*info available on the Contact List in the Plant Clinic*).

MEMBERSHIP DIRECTOR – Vicki McAlister

Vicki received two updates to the membership roster, just after it was sent out electronically.

OMGA REPRESENTATIVE – Rosemary Brinkley

Rosemary and **Michelle Harding-Olson** are attending the OMGA meeting in Pendleton at the end of the month. OMGA's Executive Committee will recommend to the OMGA Board that they provide \$1,000 in matching funds to send the International Search for Excellence presenter (**Judy Mercer**) to the International Master Gardeners Conference in September. We will discuss our contribution at our next meeting.

TREASURER – Toni Rudolph

The Plant Sale tally is currently at \$27,582.69, pending additional post-sale events. We may want to consider funding the three areas we postponed at the end of last year: greenhouse capital investment, Douglas County OSU Extension endowment fund and our reserve fund.

VICE-PRESIDENT – Fred Alley

Fred is continuing to receive compliments on April's Continuing Education program by Jeff Guilietti, who was recommended by **Barbara Robinson**. May's program is on attracting native bees to the garden, by Cindy Bright-Pierre of the U.S. Fish and Wildlife. Our Continuing Education meetings are now open to the general public. Fred will be interviewed on KPIC's "Spotlight on Douglas County" this Friday.

June's membership meeting will be held at **Rene Coen**'s home. **Bonnie Courter** is hosting the July meeting. The August meeting needs to be held some place fairly close to Roseburg, to ensure good attendance for the inauguration of the new officers.

Fred presented **Steve Renquist** and **Leo Grass** with a gopher trap he'd purchased at Trash to Treasures.

PAST PRESIDENT – Judy Huntley was not present

SECRETARY – Jen Bailey

Jen needs updated job descriptions from officers and committee chairs for the Policies and Procedures manual. She solicited input on our policies related to donating money to other organizations.

PRESIDENT – Larry Sutton

Larry Sutton read a thank you letter from the YMCA for **Leo Grass** and **Nan Sieck's** help with their "Healthy Kids Day 2013".

Steve Renquist will lead a wine-tasting event for Master Gardeners at the Discovery Garden at 6:00 PM on Wednesday, June 19th.

We need to get the word about scholarships for Mini-College.

PLANT SALE – Barbara Robinson

Plant Sale attendance was down 38%, which is especially disappointing for our vendors. There will be a post-sale at the greenhouse next Tuesday. Annuals are half price, along with selected perennials. The new tomato crop is looking good.

The Plant Sale committee chairs are meeting after next month's executive meeting to discuss how the sale went and what could be changed for next year.

COMMUNITY OUTREACH – Leo Grass

Leo and **Nan Sieck** helped with the YMCA's "Healthy Kids Day 2013". Nan had grown tomato starts for this program, and some extras will be available for sale at the greenhouse.

PLANT CLINIC – Judy Mercer was not present.

Karolyn Riecks and **Carl Bolt** have stepped up to be the coordinators for the Umpqua Valley Farmers Market. **Maureen Benice** is covering for **Diane Twete** for the next month at Kruse Farms.

DISCOVERY GARDEN – Julie Stanbery was not present

DISCOVERY GARDEN SIGNAGE – Jen Bailey

Jen and **Karen Glatz** are preparing applications for two OMGA grant opportunities for \$250 and \$500.

AWARDS – Betty Ison

Our Awards info has been sent to OMGA.

PUBLICITY – Bonnie Courter

Bonnie has sent PSAs thanking 4H and the vendors for their participation in the Plant Sale. Several lawn sales went missing. We may want to consider large banners to hang on **Betty Bean's** barn next to the freeway south of town, and on the fairgrounds' grandstand.

HALLMARK – Linda Thames was not present.

NOMINATING COMMITTEE – Rosemary Brinkley

The Nominating Committee (**Rosemary Brinkley, Mik Carlson, Leo Grass**) is recommending the following slate of candidates: **Michelle Harding-Olson** (President), **Fred Alley** (Vice-President), **Janet Parkerson** (Secretary), **Vicki McAlister** (Treasurer), **Ruth Stafford** (Membership Director), **TBD** (OMGA Representative), **Rosemary Brinkley** (OMGA Alternate) and **Larry Sutton** (Past-President). This will be published in the June newsletter and announced at the June membership meeting. The vote is held at the July meeting, with nominations accepted from the floor. The new officers are installed at the August meeting.

OLD BUSINESS – None

NEW BUSINESS – None

ANNOUNCEMENTS

Barbara Robinson showed off an article from the Oregon Food Bank newsletter that included a picture of our Victory Garden.

The Hatch Patch radio show has been cancelled permanently. **Steve Renquist** will investigate the possibility of a new show based in Roseburg.

Steve reported that bee experts are calling this a “perfect” pollination season. Bees can fly better in good weather, increasing their productivity.

There will be no Insect committee meetings in May.

ADJOURNMENT

The meeting was adjourned at 10:07 AM.

Respectfully submitted,

Jen Bailey

Account Balances - As of 5/9/2013

As of 5/9/2013

5/9/2013

Page 1

Account	5/9/2013 Balance
Bank Accounts	
Checking-Umpqua Bank	28,595.50
Money Market-Reserves-Umpqua Bank	6,659.10
Money Market-Umpqua Bank	11,075.70
TOTAL Bank Accounts	46,330.30
OVERALL TOTAL	46,330.30

Cash Flow

3/27/2013 through 5/7/2013

5/9/2013

Page 1

Category	3/27/2013- 5/7/2013
INFLOWS	
Dues-membership	40.00
Interest Income - Bank	0.82
PSP Income	
Clinic & Office	
Soil Testing	100.00
TOTAL Clinic & Office	100.00
TOTAL PSP Income	100.00
Special Events	
Plant Sale Income	
Drawings	864.25
Entrance Fees	2,366.06
Plant Sales	
Sales-event	19,719.63
Sales-pre	1,986.25
TOTAL Plant Sales	21,705.88
Vendor Booth	2,641.00
TOTAL Plant Sale Income	27,577.19
Special Events-other	
Misc Events	-584.00
Quilt Raffle	105.00
TOTAL Special Events-other	-479.00
TOTAL Special Events	27,098.19
TOTAL INFLOWS	27,239.01
OUTFLOWS	
Management & General	
Dues-OMGA	1,694.00
Hospitality	-5.00
TOTAL Management & General	1,689.00
PSP Expense	
Advanced Training	
Newsletter	
Postage	96.60
TOTAL Newsletter	96.60
TOTAL Advanced Training	96.60
Clinic & Office	
Soil Testing	76.29
Website Development	43.00
TOTAL Clinic & Office	119.29
Discovery Garden	
Irrigation	6.29
Maintenance	64.60
Water - River Forks meter	2.78
TOTAL Discovery Garden	73.67
HLC	
Toilet Repairs & Supplies	14.99
TOTAL HLC	14.99
TOTAL PSP Expense	304.55
Special Events Expense	
Plant Sale Expense	
Advertising	235.00
Contributions - Plant Sale Volunteers	-158.45
Electrical - meter 23609558	897.22

Cash Flow
3/27/2013 through 5/7/2013

Category	3/27/2013- 5/7/2013
Plants	89.08
Supplies	358.48
Water - Pitchford	56.62
TOTAL Plant Sale Expense	1,477.95
Special Events-other	
Trash-To-Treasure Sale	63.19
TOTAL Special Events-other	63.19
TOTAL Special Events Expense	1,541.14
TOTAL OUTFLOWS	3,534.69
OVERALL TOTAL	23,704.32

Budget - Current Year

1/1/2013 through 12/31/2013 Using 2013 Budget

5/9/2013

Page 1

Category	1/1/2013 Actual	- Budget	12/31/2013 Difference
INCOME			
Donations	0.00	0.00	0.00
Contributions	25.00	0.00	25.00
Grants	0.00	0.00	0.00
Pavilion	0.00	0.00	0.00
TOTAL Donations	25.00	0.00	25.00
Dues-hardcopy newsletter	215.00	200.00	15.00
Dues-membership	2,420.00	2,400.00	20.00
Interest Income - Bank	2.61	10.00	-7.39
PSP Income	0.00	0.00	0.00
Clinic & Office	0.00	0.00	0.00
Soil Testing	310.00	800.00	-490.00
TOTAL Clinic & Office	310.00	800.00	-490.00
TOTAL PSP Income	310.00	800.00	-490.00
Special Events	0.00	0.00	0.00
Plant Sale Income	0.00	0.00	0.00
Drawings	864.25	750.00	114.25
Entrance Fees	2,366.06	3,100.00	-733.94
Plant Sales	0.00	0.00	0.00
Sales-event	19,719.63	19,600.00	119.63
Sales-post	0.00	1,000.00	-1,000.00
Sales-pre	1,991.75	2,550.00	-558.25
TOTAL Plant Sales	21,711.38	23,150.00	-1,438.62
Vendor Booth	2,641.00	2,500.00	141.00
TOTAL Plant Sale Income	27,582.69	29,500.00	-1,917.31
Special Events-other	0.00	0.00	0.00
Bake Sale	0.00	1,000.00	-1,000.00
Compost Tea	0.00	900.00	-900.00
Misc Events	213.00	0.00	213.00
Quilt Raffle	105.00	0.00	105.00
Trash-To-Treasure Sale	3,310.75	2,000.00	1,310.75
TOTAL Special Events-other	3,628.75	3,900.00	-271.25
TOTAL Special Events	31,211.44	33,400.00	-2,188.56
TOTAL INCOME	34,184.05	36,810.00	-2,625.95
EXPENSES			
Management & General	0.00	0.00	0.00
Awards & Banquet	0.00	0.00	0.00
Awards	0.00	350.00	350.00
Banquet	0.00	750.00	750.00
TOTAL Awards & Banquet	0.00	1,100.00	1,100.00
Conferences	0.00	0.00	0.00
Chapter Meetings	0.00	50.00	50.00
OMGA Travel	0.00	460.00	460.00
TOTAL Conferences	0.00	510.00	510.00
Dues-OMGA	1,694.00	1,680.00	-14.00
Grants&Gifts&Scholarships	0.00	0.00	0.00
4-H Donation	60.00	80.00	20.00
Endowment	0.00	1,000.00	1,000.00
Gifts - Hallmark	0.00	50.00	50.00
Memorial	0.00	100.00	100.00
Officer Gifts	0.00	60.00	60.00
Scholarships	0.00	1,500.00	1,500.00
TOTAL Grants&Gifts&Scholarships	60.00	2,790.00	2,730.00

Budget - Current Year

1/1/2013 through 12/31/2013 Using 2013 Budget

5/9/2013

Page 2

Category	1/1/2013 Actual	- Budget	12/31/2013 Difference
Historian	0.00	25.00	25.00
Hospitality	145.00	150.00	5.00
Liability Insurance	0.00	670.00	670.00
OMGA Chapter Display	0.00	200.00	200.00
OMGA Search for Excellence	0.00	0.00	0.00
Postage for Executive Board	0.00	30.00	30.00
Print Check Charges	20.42	25.00	4.58
Supplies for Executive Board	0.00	50.00	50.00
TOTAL Management & General	1,919.42	7,230.00	5,310.58
PSP Expense	0.00	0.00	0.00
Advanced Training	0.00	0.00	0.00
Continuing Education	0.00	100.00	100.00
Newsletter	0.00	0.00	0.00
Postage	96.60	291.00	194.40
TOTAL Newsletter	96.60	291.00	194.40
TOTAL Advanced Training	96.60	391.00	294.40
Capital Expenditures	0.00	0.00	0.00
Greenhouse - 5 included	0.00	0.00	0.00
Greenhouse Plumbing & Irrigation	6.64	500.00	493.36
TOTAL Capital Expenditures	6.64	500.00	493.36
Clinic & Office	0.00	0.00	0.00
Farmers Markets	0.00	35.00	35.00
Insects	0.00	65.00	65.00
Library	0.00	100.00	100.00
Plant Clinic & Office Supplies	0.00	0.00	0.00
Soil Testing	76.29	120.00	43.71
Website Development	43.00	50.00	7.00
TOTAL Clinic & Office	119.29	370.00	250.71
Community Outreach	0.00	0.00	0.00
Fair Booth	0.00	0.00	0.00
Home Show	0.00	0.00	0.00
Speakers Bureau	0.00	97.00	97.00
TOTAL Community Outreach	0.00	97.00	97.00
Discovery Garden	0.00	0.00	0.00
Brochures	0.00	0.00	0.00
Butterfly	0.00	250.00	250.00
Childrens	0.00	420.00	420.00
Compost	0.00	100.00	100.00
Easy Access (Container Garden)	0.00	550.00	550.00
Electric - meter 23609842	0.00	400.00	400.00
Entry	0.00	90.00	90.00
Hedgerow	0.00	0.00	0.00
Herb	0.00	150.00	150.00
Iris	0.00	50.00	50.00
Irrigation	6.29	600.00	593.71
Japanese	0.00	220.00	220.00
Kiosk - donor board	0.00	50.00	50.00
Maintenance	123.16	500.00	376.84
Mulch	0.00	300.00	300.00
Orchard	0.00	125.00	125.00
Ornamental	0.00	125.00	125.00
Pavilion	0.00	0.00	0.00
Raised Beds (dalia-daylily-lily)	0.00	100.00	100.00
Rock Garden	0.00	500.00	500.00
Rock Garden - 2012 GRANT	0.00	2,000.00	2,000.00

Budget - Current Year

1/1/2013 through 12/31/2013 Using 2013 Budget

5/9/2013

Page 3

Category	1/1/2013 Actual	- Budget	12/31/2013 Difference
Shade Garden	0.00	0.00	0.00
Signage	0.00	250.00	250.00
Straw Bale Garden	0.00	65.00	65.00
Sun Garden	0.00	100.00	100.00
Water - River Forks meter	2.83	125.00	122.17
Xeriscape	0.00	280.00	280.00
TOTAL Discovery Garden	132.28	7,350.00	7,217.72
HLC	0.00	0.00	0.00
Annual Pumping Expense - diver in river	0.00	500.00	500.00
Greenhouse Supplies	12.99	400.00	387.01
Maintenance	247.41	600.00	352.59
Toilet Repairs & Supplies	14.99	150.00	135.01
Victory Garden	278.48	460.00	181.52
TOTAL HLC	553.87	2,110.00	1,556.13
Winter Program	0.00	0.00	0.00
Cleaning the carpet after class	0.00	50.00	50.00
New Class - Supplies	0.00	20.00	20.00
Speakers	350.00	350.00	0.00
TOTAL Winter Program	350.00	420.00	70.00
TOTAL PSP Expense	1,258.68	11,238.00	9,979.32
RESERVES for unexpected expenses	0.00	0.00	0.00
Special Events Expense	0.00	0.00	0.00
Plant Sale Expense	0.00	0.00	0.00
Advertising	2,348.81	2,350.00	1.19
Contributions - Plant Sale Volunteers	-158.45	350.00	508.45
Electrical - meter 23609558	897.22	4,200.00	3,302.78
Exhibit Fees	2,172.00	2,272.00	100.00
Next Year Seed	104.75	750.00	645.25
Next Year Supplies - McConkey	0.00	1,900.00	1,900.00
Plants	89.08	1,000.00	910.92
Propane	682.72	4,000.00	3,317.28
Supplies	469.01	2,200.00	1,730.99
Vendor Costs	0.00	400.00	400.00
Water - Pitchford	112.28	500.00	387.72
TOTAL Plant Sale Expense	6,717.42	19,922.00	13,204.58
Special Events-other	0.00	0.00	0.00
Bake Sale	52.77	100.00	47.23
Compost Tea	0.00	120.00	120.00
Taste-Off	0.00	0.00	0.00
Trash-To-Treasure Sale	194.66	250.00	55.34
TOTAL Special Events-other	247.43	470.00	222.57
TOTAL Special Events Expense	6,964.85	20,392.00	13,427.15
TOTAL EXPENSES	10,142.95	38,860.00	28,717.05
OVERALL TOTAL	24,041.10	-2,050.00	26,091.10