

**DOUGLAS COUNTY MASTER GARDENERS
EXECUTIVE BOARD MINUTES
November 12, 2014**

Attendance: Chris Rusch, Steve Renquist, Denise Fennell, Vicki McAlister, Fred Alley, Larry Sutton, Barbara Robinson, Maureen Benice, Bruce Gravens, Betty Ison, Julie Stanbery, Bonnie Courter, Ann Bacon, Roger Sawyer, Mik Carlson, Les Karcher

The October, 2014 Executive Board minutes were approved as submitted.

Agents Report – Steve Renquist

- Steve reported 27 new class members currently signed up. Registration is today in the annex.
- Steve spoke to the status of the recertification issue. Gail Langellotto wants the state to follow the national model for recertification of 30 hours per year. Included are 10 hours of continuing education and 20 hours of plant clinic. Steve indicated as new classes come in they will be advised this may be a target to shoot for in the future.
- Concern among audience the recertification issue was out as already a requirement which might limit membership.

Membership Director – Denise Fennell

- Denise reported membership dues are coming in nicely. Dues are due January 1.

OMGA Representative – Rosemary Brinkley

- Rosemary was not present due to a last minute conflict.
- Larry Sutton spoke in Rosemary's stead regarding the OMGA quarterly meeting held in Roseburg last week. Leadership meeting on Friday afternoon was very poorly attended by statewide reps.
- Saturday afternoon there was an abbreviated audit session of the OMGA books done by reps from DCMG. There were no errors found but they had difficulty in finding the information necessary to verify the books. For ease in reconciliation with the checkbook, future statements will be printed from Quicken.
- Gail Langaletto gave a presentation on the 2017 National MG Conference in Portland.
- OMGA having difficulty filling board positions and are presently recycling officers.
- Mini-College will be during Douglas County fair week, Thursday thru Saturday @ Linfield College in McMinnville.

Treasurer – Vicki McAlister

- Vicki went over highlights of the current financials with spreadsheets available.
- 2015 budget will be voted on by the membership at the November chapter meeting.
- Outstanding bills for 2014 are to be submitted to Vicki by December 15. Emergency repairs, etc. would be the exception to this deadline
- Discussion ensued on replacing the money "borrowed" from the money market account. \$1,000 to be moved this year into the money market.

Vice President - Fred Alley

- Fred will be sending out an announcement and reminder for our November continuing education session next week.

Past President – Larry Sutton

- Larry did not have a report.

Secretary – Barbara Robinson

- Barbara did not have a report.

President – Chris Rusch

- Chris shared thank you notes received from Umpqua Insurance and UCAN.
- Mik suggested we send a thank you to UCAN for their service to the community.
- Pacific Power & Light will donate \$25 to our organization for each MG who signs up for the Blue Sky program. Decision made to decline the offer.
- Chris distributed magnets advertising the 2017 Master Gardener National Conference to be held in Portland.
- Upcoming MG class schedule was distributed.
- President's box, containing gavel, Roberts Rules of Order, historical papers, keys, etc. still missing.

Community Outreach – Leo Grass

- Not present

Plant Clinic – Chris Rusch

- Chris Rusch the clinic very slow with 2-3 calls per session.

Plant Sale – Barbara Robinson

- Nothing to report.

Bake Sale – Barbara Robinson

- Barbara reminded the audience of the bake sale Nov. 22 at Sherm's Thunderbird Market.
- Will be receiving baked sale items on Friday, Nov. 21 in the extension kitchen, 1:30-4:00 PM
- Excellent worker signup achieved at October chapter meeting.
- Donations of fruit (fresh or frozen), berries, corn syrup, pecans, butter as well and sturdy pie tins needed. Contact Barbara if you wish to donate items.
- UCAN barrel will be available for food donations.

Winter Training:

- Maureen Benice briefly discussed new class registration today at 11:30. Veterans will be needed directly after the executive board meeting to set up and then welcome the new students.
- The first mentor meeting has been held with excellent results.
- Steve clarified two new instructors scheduled to present. Bryan Benz is a botanist with the USDA Forest Service and Megan Woltz is a postdoctoral associate in the OSU entomology program.
- No speaker as yet for berry crops. Steve will present.

Westside Greenhouse:

- Maureen Benice reported all work is caught up. Other than core group meetings, there will not be regular work days until after the first of the year. Will go to Monday workdays in January for the duration of classes.

Eastside Greenhouse:

- Bruce Gravens reported all work caught up on the eastside as well.
- Bruce expressed concern about the condition of the eastside greenhouse covers. They are well beyond their life expectancy and are showing severe wear. He recommended not replacing until they failed. He also recommended purchasing rollers to roll up sides of the greenhouses, running about \$70 each.
- Discussion on availability of funding for these items ensued. Bruce will work with Vicki McAlister and designated greenhouse budget signees to determine monies available.

Awards:

- Betty Ison had nothing to report.

Discovery Garden:

- Julie Stanbery asked that we thank John Punches when we see him for covering a \$150 service call on the tractor. Thank you John!

Publicity:

- Bonnie Courter has sent out PSA's on the bake sale, including online calendars for radio and TV.
- Deadline for December newsletter is Saturday, November 29.
- Deadline for January newsletter is December 20. Each board member and committee head is asked to write a brief article and include a current photo of themselves. This is handed out to the new class. Articles may be sent in anytime.

Meeting was adjourned at 11:10.

Respectfully submitted,

Barbara Robinson
DCMG Secretary

Announcements

- | | |
|-----------------------------|---|
| ➤ No Greenhouse Crews | Will resume in January |
| ➤ Insect Committee | First & Third Mondays 10 AM. |
| ➤ Diagnostics Group | Nov. 19, 10 AM, Extension Kitchen |
| ➤ Chapter Meeting | Nov. 20, 9 AM, Extension Auditorium |
| ➤ Receiving Bake Sale Goods | Nov. 21, 1:30-4:00 PM, Extension Kitchen |
| ➤ Bake Sale | Nov. 22, 9 AM – 2 PM, Sherm's Thunderbird |
| ➤ Mentor Class | Dec. 3, 10 AM, Extension Kitchen |

Account Balances - As of 11/12/2014

As of 11/12/2014

11/12/2014

Page 1

Account	11/12/2014 Balance
Bank Accounts	
Checking-Umpqua Bank	1,741.28
Money Market-Reserves-Umpqua Bank	8,659.10
Money Market-Umpqua Bank	34,099.26
TOTAL Bank Accounts	44,499.64
OVERALL TOTAL	44,499.64

Cash Flow
10/8/2014 through 11/11/2014

Category	10/8/2014- 11/11/2014
INFLOWS	
Interest Income - Bank	1.14
PSP Income	
Clinic & Office	
Soil Testing	35.00
TOTAL Clinic & Office	35.00
TOTAL PSP Income	35.00
TOTAL INFLOWS	36.14
OUTFLOWS	
Management & General	
Awards & Banquet	
Awards	345.75
Banquet	137.09
TOTAL Awards & Banquet	482.84
TOTAL Management & General	482.84
PSP Expense	
Capital Expenditures	
Greenhouse - 5 included	949.31
TOTAL Capital Expenditures	949.31
Discovery Garden	
Irrigation	109.68
Maintenance	5.70
Mulch	164.95
Perennial Border	60.97
Water - River Forks meter	58.53
TOTAL Discovery Garden	399.83
HLC	
Greenhouse Maint., Repair and Renovatio	189.88
Greenhouse Supplies	38.16
Maintenance	70.33
TOTAL HLC	298.37
TOTAL PSP Expense	1,647.51
Special Events Expense	
Plant Sale Expense	
Plants	150.18
Supplies	246.50
Water - Pitchford meter	149.58
TOTAL Plant Sale Expense	546.26
Special Events-other	
Bake Sale	78.62
Compost Tea	129.96
TOTAL Special Events-other	208.58
TOTAL Special Events Expense	754.84
TOTAL OUTFLOWS	2,885.19
OVERALL TOTAL	-2,849.05

Budget - Current Year

1/1/2014 through 12/31/2014 Using 2014 Budget

11/12/2014

Page 1

Category	1/1/2014 Actual	- Budget	12/31/2014 Difference
INCOME			
Donations	0.00	0.00	0.00
Contributions	572.00	0.00	572.00
Grants	0.00	0.00	0.00
Pavilion	125.00	0.00	125.00
TOTAL Donations	697.00	0.00	697.00
Dues-hardcopy newsletter	268.25	319.00	-50.75
Dues-membership	2,340.00	2,400.00	-60.00
Interest Income - Bank	10.68	12.00	-1.32
PSP Income	0.00	0.00	0.00
Clinic & Office	0.00	0.00	0.00
Soil Testing	830.00	600.00	230.00
TOTAL Clinic & Office	830.00	600.00	230.00
Disc Garden	294.50	0.00	294.50
TOTAL PSP Income	1,124.50	600.00	524.50
Special Events	0.00	0.00	0.00
Plant Sale Income	0.00	0.00	0.00
Drawings	1,126.00	800.00	326.00
Entrance Fees	2,993.65	2,800.00	193.65
Plant Sales	0.00	0.00	0.00
Sales-event	20,387.31	19,600.00	787.31
Sales-post	942.75	1,000.00	-57.25
Sales-pre	3,139.00	2,400.00	739.00
TOTAL Plant Sales	24,469.06	23,000.00	1,469.06
Vendor Booth	2,913.24	2,500.00	413.24
TOTAL Plant Sale Income	31,501.95	29,100.00	2,401.95
Special Events-other	0.00	0.00	0.00
Bake Sale	0.00	1,000.00	-1,000.00
Compost Tea	1,000.00	700.00	300.00
Misc Events	367.00	0.00	367.00
Quilt Raffle	0.00	0.00	0.00
Trash-To-Treasure Sale	2,757.60	3,000.00	-242.40
TOTAL Special Events-other	4,124.60	4,700.00	-575.40
TOTAL Special Events	35,626.55	33,800.00	1,826.55
TOTAL INCOME	40,066.98	37,131.00	2,935.98
EXPENSES			
Management & General	0.00	0.00	0.00
Awards & Banquet	0.00	0.00	0.00
Awards	345.75	350.00	4.25
Banquet	724.79	750.00	25.21
TOTAL Awards & Banquet	1,070.54	1,100.00	29.46
Conferences	0.00	0.00	0.00
Chapter Meetings	0.00	50.00	50.00
OMGA Quarterly Meeting	0.00	262.00	262.00
OMGA Travel	0.00	460.00	460.00
TOTAL Conferences	0.00	772.00	772.00
Dues-OMGA	1,631.00	1,680.00	49.00
Grants&Gifts&Scholarships	0.00	0.00	0.00
4-H Donation	80.00	80.00	0.00

Budget - Current Year

1/1/2014 through 12/31/2014 Using 2014 Budget

11/12/2014

Page 2

Category	1/1/2014 Actual	- Budget	12/31/2014 Difference
Endowment	0.00	0.00	0.00
Gifts - Hallmark	48.75	50.00	1.25
Memorial	0.00	100.00	100.00
Officer Gifts	19.00	80.00	61.00
Scholarships	100.00	1,500.00	1,400.00
TOTAL Grants&Gifts&Scholarships	247.75	1,810.00	1,562.25
Historian	0.00	25.00	25.00
Hospitality	101.65	150.00	48.35
Liability Insurance	636.00	670.00	34.00
OMGA Chapter Display	0.00	200.00	200.00
OMGA Search for Excellence	0.00	0.00	0.00
Postage for Executive Board	18.40	30.00	11.60
Print Check Charges	0.00	25.00	25.00
Supplies for Executive Board	0.00	30.00	30.00
TOTAL Management & General	3,705.34	6,492.00	2,786.66
PSP Expense	0.00	0.00	0.00
Advanced Training	0.00	0.00	0.00
Continuing Education	0.00	0.00	0.00
Newsletter	0.00	0.00	0.00
Postage	163.01	320.00	156.99
TOTAL Newsletter	163.01	320.00	156.99
TOTAL Advanced Training	163.01	320.00	156.99
Capital Expenditures	0.00	0.00	0.00
Greenhouse - 5 included	949.31	2,945.00	1,995.69
Greenhouse Plumbing & Irrigation	0.00	0.00	0.00
TOTAL Capital Expenditures	949.31	2,945.00	1,995.69
Clinic & Office	0.00	0.00	0.00
Farmers Markets	0.00	0.00	0.00
Insects	0.00	80.00	80.00
Library	0.00	100.00	100.00
Plant Clinic & Office Supplies	0.00	0.00	0.00
Soil Testing	260.15	150.00	-110.15
Website Development	0.00	200.00	200.00
TOTAL Clinic & Office	260.15	530.00	269.85
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	50.00	50.00
TOTAL Community Outreach	0.00	50.00	50.00
Discovery Garden	0.00	0.00	0.00
Brochures	0.00	0.00	0.00
Butterfly	319.15	290.00	-29.15
Childrens	148.31	265.00	116.69
Compost	0.00	0.00	0.00
Easy Access (Container Garden)	7.16	75.00	67.84
Electric - meter 23609842	31.18	400.00	368.82
Entry	32.99	60.00	27.01
Hedgerow	0.00	0.00	0.00
Herb	0.00	150.00	150.00
Iris	17.09	50.00	32.91
Irrigation	538.13	600.00	61.87

Budget - Current Year

1/1/2014 through 12/31/2014 Using 2014 Budget

11/12/2014

Page 3

Category	1/1/2014 Actual	- Budget	12/31/2014 Difference
Japanese	0.00	50.00	50.00
Kiosk - donor board	0.00	50.00	50.00
Maintenance	410.24	500.00	89.76
Mulch	299.95	300.00	0.05
Orchard	0.00	5.00	5.00
Ornamental	0.00	0.00	0.00
Pavilion	0.00	0.00	0.00
Perennial Border	198.40	200.00	1.60
Raised Beds (Dahlia-Lily)	0.00	50.00	50.00
Rock Garden	499.61	500.00	0.39
Rock Garden - 2012 GRANT	0.00	0.00	0.00
Shade Garden	0.00	0.00	0.00
Signage	526.16	1,000.00	473.84
Signage - 2013 GRANTS	730.69	750.00	19.31
Straw Bale Garden	141.80	150.00	8.20
Sun Garden	0.00	100.00	100.00
Water - River Forks meter	408.49	250.00	-158.49
Xeriscape	378.67	555.00	176.33
TOTAL Discovery Garden	4,688.02	6,350.00	1,661.98
HLC	0.00	0.00	0.00
Annual Pumping Expense - diver in river	0.00	500.00	500.00
Greenhouse Maint., Repair and Renovatio	253.21	1,000.00	746.79
Greenhouse Supplies	249.25	400.00	150.75
Maintenance	544.94	600.00	55.06
Toilet Repairs & Supplies	0.00	0.00	0.00
Victory Garden	394.36	477.00	82.64
TOTAL HLC	1,441.76	2,977.00	1,535.24
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	450.00	350.00	-100.00
TOTAL Winter Program	450.00	420.00	-30.00
TOTAL PSP Expense	7,952.25	13,592.00	5,639.75
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	2,539.60	2,630.00	90.40
Contributions - Plant Sale Volunteers	350.00	350.00	0.00
Electrical - meter 23609558	2,545.31	4,100.00	1,554.69
Exhibit Fees	2,204.00	2,177.00	-27.00
Next Year Seed	-4.80	750.00	754.80
Next Year Supplies - McConkey	0.00	2,000.00	2,000.00
Plants	261.83	1,000.00	738.17
Propane	2,372.82	3,400.00	1,027.18
Supplies	879.97	2,450.00	1,570.03
Vendor Costs	449.06	400.00	-49.06
Water - Pitchford meter	919.52	600.00	-319.52
TOTAL Plant Sale Expense	12,517.31	19,857.00	7,339.69
Special Events-other	0.00	0.00	0.00
Bake Sale	78.62	75.00	-3.62
Compost Tea	129.96	100.00	-29.96

Budget - Current Year

1/1/2014 through 12/31/2014 Using 2014 Budget

11/12/2014

Page 4

Category	1/1/2014 Actual	- Budget	12/31/2014 Difference
Taste-Off	0.00	15.00	15.00
Trash-To-Treasure Sale	46.15	250.00	203.85
TOTAL Special Events-other	254.73	440.00	185.27
TOTAL Special Events Expense	12,772.04	20,297.00	7,524.96
TOTAL EXPENSES	24,429.63	40,381.00	15,951.37
OVERALL TOTAL	15,637.35	-3,250.00	18,887.35