

OSU DOUGLAS COUNTY MASTER GARDENERS

Executive Board Meeting
April 8, 2015

Attendance: Chris Rusch, Fred Alley, Rosemary Brinkley, Julie Stanbery, Bonnie Courter, Betty Ison, Mik Carlson, Vicki McAlister, Steve Renquist, Denise Fennell, Julie Mann, Abe Long

Meeting was opened @ 10:00 AM by President Chris Rusch

Minutes approved as submitted.

Agent's Report - Steve Renquist:

- Earth Day - DCMG again will man a booth on April 18 at the DC Fairgrounds. It's an opportunity to give out gardening advice and information as well as hand out Plant Expo flyers
- Steve is hoping to update our Discovery Garden brochure in the near future, sprucing it up with new photos, map, the purpose of the Garden, and information about the Master Gardener program. Would be nice to have it available at the Roseburg Visitor's Center. Steve will provide the funds.
- Steve also would like to produce a bookmark which highlights our Winter Training Program, events throughout the year, Plant Clinic hours, etc.
- Sara Runkel has been hired as the Small Farms & Foods agent. She will start May 11.

Officer Reports

Membership - Denise Fennell: New roster list has been sent out.

OMGA - Rosemary Brinkley:

- Funds are still available in the Carl Carlson fund for new projects. The deadline is May 15. Discussion followed about possibly applying for this to fund the Victory Garden expansion.
- Extension Educator Grant also has funds available - possibly use for more signage in the Discovery Garden. Deadline is June 1.
- "Send A Friend" scholarships in the amount of \$200 are still available for Mini College. Deadline to request the funds is May 31. The Board felt we should take advantage of that, and Rosemary agreed to send the application to Chris Rusch.
- Mini College registration should be online now. Special Olympics will also be at Linfield the same weekend, so applicants are urged to register as soon as possible to reserve housing which may be limited.

Treasurer - Vicki McAlister: Report is available for review.

Vice President - Fred Alley:

- Hosts for summer chapter meetings are: June - Tim & Georgia Richards; July - Dave Clark; August - Jean Wall
- Continuing Ed: For the April 23 meeting, Bob Brindley will give a presentation on watering techniques. Angela Gordon, formerly from Young's Gardens, will speak on selecting the right plants for a balanced landscape setting in our May 30 continuing ed program. Bruce Gravens has agreed to talk about protecting peppers from sun scald and saving tomato seeding for a future continuing ed in May of 2016. Andrea Wise from Territorial, Commonwealth Gardens (Canyonville), and Douglas Fire Protection are all slated for future talks as well.
- Fred and Valerie Call are collaborating on putting together a notebook on hummingbirds as well as desiring to expand a hummingbird area at the Discovery Garden.

Larry Sutton & Barbara Robinson were not present.

President - Chris Rusch:

- Chris is still working on gathering the new student "interest" data to get to the Garden heads.
- Nominating Committee: Julie Stanbery agreed to head a Nominating Committee that will nominate replacements for the following Board members: Vice-President, Treasurer, and OMGA Rep. Julie will select two or three others to help her in this. The Committee needs to have a slate of candidates by next month's meeting.

Committee Reports

Community Outreach - Leo Grass: Not present

Plant Clinic - Chris Rusch: All but one of the new students have completed their two training days in the clinic. Chris is looking for a volunteer to be a Trainer for Fridays. Business is steady in the clinic, with between 7-8 visitors a day.

Plant Sale - Barbara Robinson not present. Mik Carlson noted that a box containing hardening-off sheets and cashier instructions is missing. Betty will help her look upstairs. Also Richard Johnstone is in the hospital and will not be able to help with transportation at the sale. Steve Renquist shared that 60-70 apple trees left over from his grafting class were donated for next year's plant sale per Bruce Graven's request.

Greenhouse West - Maureen Benice not present

Greenhouse West - Bruce Gravens not present

Awards - Betty Ison: No report

Discovery Garden - Julie Stanbery: Julie has been dealing with broken pipes in the field which blew out during the winter as they hadn't been pulled. They will be replaced with PVC pipes. Dave Clark has been helping repair pipes in the nursery. Fred Alley noted that there's no

water at the Pavilion - Julie will turn the valve back on. Julie shared that she will be selling Japanese maples at bargain prices at Shirley Purcell's house during the two days of the Pre-Sale, and encouraged everyone to spread the word.

Victory Garden - Mik Carlson: No report

Publicity/Newsletter - Bonnie Courter:

- Bonnie passed around a signup clipboard for Plant Expo lawn signs. Lawn signs go up the Sunday before the Plant Expo. Signs will be in the Plant Clinic for MG's to check out.
- Plant Expo ad will be appearing in the Douglas County News starting today for 4 weeks. New Holding Area and directional signs are being made for the Sale.

New Class Rep - Julie Mann: Julie introduced herself to the Board members. She announced that she has arranged a tour of Delfino Vineyards for the new class as well as any MG's interested in coming on April 26th at 1:00 PM. Julie is also heading up the Orchard in the Discovery Garden, and it was shared that Roger Dejmal has volunteered to help her in that area.

Old Business

New Business

Abe Long discussed a desire to see more recruiting possibilities for the younger generation, those in their 20's and 30's, making the MG training course more accessible for them using modern technologies like apps. He would also like to see our Discovery Garden made more accessible to people with disabilities. Discussion followed about what that would entail. Julie Stanbery said that once all the irrigation is under ground, we could think about either planking or paving a perimeter path around the Garden.

Betty Ison shared news from Roger Sawyer in Florida. He seems to be settling in quite nicely to his new home, getting involved in swimming, tennis and strength training.

Meeting adjourned at 11:20 AM.

Respectfully Submitted,
Bonnie Courter, Substitute Secretary

Announcements:

| | |
|------------------------------------|--------------------------------------|
| Insect Committee | First & Third Mondays, 10 AM |
| DG Work Day | Tuesdays, Discovery Garden, 9AM-Noon |
| DCMG Chapter Meeting/Continuing Ed | April 23, Extension Auditorium, 9 AM |
| Plant Sale Pre-Sale | April 23, Greenhouses, 1-4PM |
| Plant Sale Pre-Sale | April 26, Greenhouses, 1-4PM |
| Plant Sale Set-Up | May 1 |
| Plant Sale | May 2 |

Account Balances - As of 4/8/2015

As of 4/8/2015

4/8/2015

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| Account | 4/8/2015 Balance |
|-----------------------------------|---------------------|
| Bank Accounts | |
| Checking-Umpqua Bank | 6,255.36 |
| Money Market-Reserves-Umpqua Bank | 8,659.10 |
| Money Market-Umpqua Bank | 25,102.92 |
| TOTAL Bank Accounts | 40,017.38 |
| OVERALL TOTAL | 40,017.38 |

Cash Flow
3/11/2015 through 4/8/2015

| Category | 3/11/2015- 4/8/2015 |
|------------------------------|------------------------|
| INFLOWS | |
| Dues-membership | 20.00 |
| PSP Income | |
| Clinic & Office | |
| Soil Testing | 130.00 |
| TOTAL Clinic & Office | 130.00 |
| TOTAL PSP Income | 130.00 |
| Special Events | |
| Plant Sale Income | |
| Plant Sales | |
| Sales-pre | 67.75 |
| TOTAL Plant Sales | 67.75 |
| Vendor Booth | 3,140.40 |
| TOTAL Plant Sale Income | 3,208.15 |
| Special Events-other | |
| Misc Events | 729.00 |
| Trash-To-Treasure Sale | 3,918.10 |
| TOTAL Special Events-other | 4,647.10 |
| TOTAL Special Events | 7,855.25 |
| TOTAL INFLOWS | 8,005.25 |
| OUTFLOWS | |
| Management & General | |
| Dues-OMGA | 1,617.00 |
| Hospitality | 53.46 |
| TOTAL Management & General | 1,670.46 |
| PSP Expense | |
| Discovery Garden | |
| Childrens | 21.99 |
| Herb | 140.00 |
| TOTAL Discovery Garden | 161.99 |
| HLC | |
| Greenhouse Supplies | 191.37 |
| Toilet Repairs & Supplies | 41.55 |
| Victory Garden | 49.60 |
| TOTAL HLC | 282.52 |
| TOTAL PSP Expense | 444.51 |
| Special Events Expense | |
| Plant Sale Expense | |
| Advertising | 235.00 |
| Exhibit Fees | 1,481.00 |
| Propane | 263.25 |
| TOTAL Plant Sale Expense | 1,979.25 |
| TOTAL Special Events Expense | 1,979.25 |
| TOTAL OUTFLOWS | 4,094.22 |
| OVERALL TOTAL | 3,911.03 |

Budget - Current Year

1/1/2015 through 12/31/2015 Using 2015 Budget

4/8/2015

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| Category | 1/1/2015 Actual | - Budget | 12/31/2015 Difference |
|----------------------------|--------------------|------------------|--------------------------|
| INCOME | | | |
| Donations | 0.00 | 0.00 | 0.00 |
| Contributions | 101.50 | 0.00 | 101.50 |
| Grants | 0.00 | 0.00 | 0.00 |
| Pavilion | 0.00 | 0.00 | 0.00 |
| TOTAL Donations | 101.50 | 0.00 | 101.50 |
| Dues-hardcopy newsletter | 272.00 | 323.00 | -51.00 |
| Dues-membership | 2,300.00 | 2,400.00 | -100.00 |
| Interest Income - Bank | 1.69 | 12.00 | -10.31 |
| PSP Income | 0.00 | 0.00 | 0.00 |
| Clinic & Office | 0.00 | 0.00 | 0.00 |
| Soil Testing | 270.00 | 700.00 | -430.00 |
| TOTAL Clinic & Office | 270.00 | 700.00 | -430.00 |
| Disc Garden | 0.00 | 0.00 | 0.00 |
| TOTAL PSP Income | 270.00 | 700.00 | -430.00 |
| Special Events | 0.00 | 0.00 | 0.00 |
| Plant Sale Income | 0.00 | 0.00 | 0.00 |
| Drawings | 0.00 | 800.00 | -800.00 |
| Entrance Fees | 0.00 | 2,800.00 | -2,800.00 |
| Plant Sales | 0.00 | 0.00 | 0.00 |
| Sales-event | 0.00 | 20,500.00 | -20,500.00 |
| Sales-post | 0.00 | 1,000.00 | -1,000.00 |
| Sales-pre | 261.75 | 2,550.00 | -2,288.25 |
| TOTAL Plant Sales | 261.75 | 24,050.00 | -23,788.25 |
| Vendor Booth | 3,140.40 | 2,700.00 | 440.40 |
| TOTAL Plant Sale Income | 3,402.15 | 30,350.00 | -26,947.85 |
| 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 | 904.00 | 0.00 | 904.00 |
| Quilt Raffle | 0.00 | 0.00 | 0.00 |
| Trash-To-Treasure Sale | 3,918.10 | 2,500.00 | 1,418.10 |
| TOTAL Special Events-other | 4,822.10 | 4,400.00 | 422.10 |
| TOTAL Special Events | 8,224.25 | 34,750.00 | -26,525.75 |
| TOTAL INCOME | 11,169.44 | 38,185.00 | -27,015.56 |
| 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 Quarterly Meeting | 0.00 | 0.00 | 0.00 |
| OMGA Travel | 0.00 | 460.00 | 460.00 |
| TOTAL Conferences | 0.00 | 510.00 | 510.00 |
| Dues-OMGA | 1,617.00 | 1,680.00 | 63.00 |
| Grants&Gifts&Scholarships | 0.00 | 0.00 | 0.00 |
| 4-H Donation | 0.00 | 80.00 | 80.00 |

Budget - Current Year

1/1/2015 through 12/31/2015 Using 2015 Budget

4/8/2015

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| Category | 1/1/2015 Actual | - Budget | 12/31/2015 Difference |
|--|--------------------|-----------------|--------------------------|
| Endowment | 0.00 | 0.00 | 0.00 |
| Gifts - Hallmark | 0.00 | 50.00 | 50.00 |
| Memorial | 0.00 | 0.00 | 0.00 |
| Officer Gifts | 0.00 | 80.00 | 80.00 |
| Scholarships | 0.00 | 1,050.00 | 1,050.00 |
| TOTAL Grants&Gifts&Scholarships | 0.00 | 1,260.00 | 1,260.00 |
| Historian | 0.00 | 25.00 | 25.00 |
| Hospitality | 109.42 | 150.00 | 40.58 |
| Liability Insurance | 0.00 | 670.00 | 670.00 |
| OMGA Chapter Display | 0.00 | 0.00 | 0.00 |
| OMGA Search for Excellence | 0.00 | 0.00 | 0.00 |
| Postage for Executive Board | 0.00 | 30.00 | 30.00 |
| Print Check Charges | 0.00 | 25.00 | 25.00 |
| Supplies for Executive Board | 0.00 | 30.00 | 30.00 |
| TOTAL Management & General | 1,726.42 | 5,480.00 | 3,753.58 |
| 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 | 47.60 | 300.00 | 252.40 |
| TOTAL Newsletter | 47.60 | 300.00 | 252.40 |
| TOTAL Advanced Training | 47.60 | 400.00 | 352.40 |
| Capital Expenditures | 0.00 | 0.00 | 0.00 |
| Greenhouse - 5 included | 0.00 | 0.00 | 0.00 |
| Greenhouse Plumbing & Irrigation | 0.00 | 0.00 | 0.00 |
| TOTAL Capital Expenditures | 0.00 | 0.00 | 0.00 |
| Clinic & Office | 0.00 | 0.00 | 0.00 |
| Farmers Markets | 0.00 | 0.00 | 0.00 |
| Insects | 0.00 | 230.00 | 230.00 |
| Library | 0.00 | 100.00 | 100.00 |
| Plant Clinic & Office Supplies | 0.00 | 100.00 | 100.00 |
| Soil Testing | 76.74 | 250.00 | 173.26 |
| Website Development | 0.00 | 120.00 | 120.00 |
| TOTAL Clinic & Office | 76.74 | 800.00 | 723.26 |
| Community Outreach | 0.00 | 0.00 | 0.00 |
| Fair Booth | 0.00 | 50.00 | 50.00 |
| Home Show | 0.00 | 0.00 | 0.00 |
| Photo Team | 0.00 | 100.00 | 100.00 |
| Speakers Bureau | 0.00 | 50.00 | 50.00 |
| TOTAL Community Outreach | 0.00 | 200.00 | 200.00 |
| Discovery Garden | 0.00 | 0.00 | 0.00 |
| Brochures | 0.00 | 0.00 | 0.00 |
| Butterfly | 0.00 | 400.00 | 400.00 |
| Childrens | 21.99 | 405.00 | 383.01 |
| Compost & Biochar | 0.00 | 150.00 | 150.00 |
| Easy Access (Container Garden) | 0.00 | 125.00 | 125.00 |
| Electric - meter 23609842 | 0.00 | 400.00 | 400.00 |
| Entry | 0.00 | 75.00 | 75.00 |
| Hedgerow | 0.00 | 0.00 | 0.00 |
| Herb | 140.00 | 150.00 | 10.00 |
| Iris | 0.00 | 0.00 | 0.00 |

Budget - Current Year

1/1/2015 through 12/31/2015 Using 2015 Budget

4/8/2015

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| Category | 1/1/2015 Actual | - Budget | 12/31/2015 Difference |
|---|--------------------|------------------|--------------------------|
| Irrigation | 0.00 | 600.00 | 600.00 |
| Japanese | 0.00 | 220.00 | 220.00 |
| Kiosk - donor board | 0.00 | 50.00 | 50.00 |
| Maintenance | 0.00 | 500.00 | 500.00 |
| Mulch | 0.00 | 300.00 | 300.00 |
| Orchard | 0.00 | 100.00 | 100.00 |
| Ornamental | 0.00 | 0.00 | 0.00 |
| Pavilion | 0.00 | 0.00 | 0.00 |
| Perennial Border | 0.00 | 200.00 | 200.00 |
| Raised Beds (Dahlia-Lily) | 0.00 | 75.00 | 75.00 |
| Rock Garden | 0.00 | 600.00 | 600.00 |
| Rock Garden - 2012 GRANT | 0.00 | 0.00 | 0.00 |
| Shade Garden | 50.00 | 75.00 | 25.00 |
| Signage | 0.00 | 700.00 | 700.00 |
| Signage - 2013 GRANTS | 0.00 | 0.00 | 0.00 |
| Straw Bale Garden | 0.00 | 200.00 | 200.00 |
| Sun Garden | 0.00 | 125.00 | 125.00 |
| Water - River Forks meter | 0.00 | 350.00 | 350.00 |
| Xeriscape | 51.69 | 425.00 | 373.31 |
| TOTAL Discovery Garden | 263.68 | 6,225.00 | 5,961.32 |
| HLC | 0.00 | 0.00 | 0.00 |
| Annual Pumping Expense - diver in river | 479.40 | 400.00 | -79.40 |
| Greenhouse Maint., Repair and Renovatio | 0.00 | 1,000.00 | 1,000.00 |
| Greenhouse Supplies | 136.16 | 500.00 | 363.84 |
| Maintenance | -26.01 | 1,000.00 | 1,026.01 |
| Toilet Repairs & Supplies | 78.28 | 150.00 | 71.72 |
| Victory Garden | 178.52 | 769.00 | 590.48 |
| Victory Garden Signage - 2014 Grant | 75.00 | 649.33 | 574.33 |
| TOTAL HLC | 921.35 | 4,468.33 | 3,546.98 |
| Winter Program | 0.00 | 0.00 | 0.00 |
| Cleaning the carpet after class | 0.00 | 0.00 | 0.00 |
| New Class - Supplies | 0.00 | 20.00 | 20.00 |
| Speakers | 300.00 | 350.00 | 50.00 |
| TOTAL Winter Program | 300.00 | 370.00 | 70.00 |
| TOTAL PSP Expense | 1,609.37 | 12,463.33 | 10,853.96 |
| RESERVES for unexpected expenses | 0.00 | 1,000.00 | 1,000.00 |
| Special Events Expense | 0.00 | 0.00 | 0.00 |
| Plant Sale Expense | 0.00 | 0.00 | 0.00 |
| Advertising | 520.58 | 2,600.00 | 2,079.42 |
| Contributions - Plant Sale Volunteers | 0.00 | 350.00 | 350.00 |
| Electrical - meter 23609558 | 883.31 | 2,800.00 | 1,916.69 |
| Exhibit Fees | 2,767.00 | 2,300.00 | -467.00 |
| Next Year Seed | 0.00 | 750.00 | 750.00 |
| Next Year Supplies - McConkey | 0.00 | 2,000.00 | 2,000.00 |
| Plants | 0.00 | 1,000.00 | 1,000.00 |
| Propane | 668.21 | 1,500.00 | 831.79 |
| Supplies | 510.74 | 2,200.00 | 1,689.26 |
| Vendor Costs | 0.00 | 550.00 | 550.00 |
| Water - Pitchford meter | 55.15 | 850.00 | 794.85 |
| TOTAL Plant Sale Expense | 5,404.99 | 16,900.00 | 11,495.01 |
| Special Events-other | 0.00 | 0.00 | 0.00 |

Budget - Current Year

1/1/2015 through 12/31/2015 Using 2015 Budget

4/8/2015

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| Category | 1/1/2015 Actual | - Budget | 12/31/2015 Difference |
|------------------------------|--------------------|------------------|--------------------------|
| Bake Sale | 0.00 | 75.00 | 75.00 |
| Compost Tea | 0.00 | 150.00 | 150.00 |
| Taste-Off | 0.00 | 30.00 | 30.00 |
| Trash-To-Treasure Sale | 30.99 | 175.00 | 144.01 |
| TOTAL Special Events-other | 30.99 | 430.00 | 399.01 |
| TOTAL Special Events Expense | 5,435.98 | 17,330.00 | 11,894.02 |
| TOTAL EXPENSES | 8,771.77 | 36,273.33 | 27,501.56 |
| OVERALL TOTAL | 2,397.67 | 1,911.67 | 486.00 |