

## OSU DOUGLAS COUNTY MASTER GARDENERS

Executive Meeting

April 13, 2016

10 a.m. Extension Auditorium

Attendance: Patrice Sipos, Denise Fennell, Betty Ison, Anne Bacon, Bonnie Courter, Fred Alley, Ann Severson, Chris Rusch, Larry Sutton, Mik Carlson, Richard Johnstone, Maureen Benice, Julie Stanbery, Gary DuBois, Leo Grass, Vicki McAlister, Barbie Hamby, Nancy Fuller, Carol Bolt

The meeting was called to order at 10:00 a.m. by President, Chris Rusch. The minutes were approved as published on the DCMG website at <http://douglascountymg.org/docs/minutes/exec201603.pdf>

### **OFFICER REPORTS**

**Membership - Denise Fennell:** A couple additional members have paid their dues. Denise has developed a link online to a live roster and sent it out to Executive Board members to test. Members using this site can load it to their computer and smartphones which will give up to date roster information. She has received good feedback.

**OMGA Representative – Nancy Fuller:** Nancy deferred her report to Old Business.

**Treasurer – Patrice Sipos:** Financial reports were distributed. They may also be found on our website at [http://douglascountymg.org/docs/other/2016\\_Budget.pdf](http://douglascountymg.org/docs/other/2016_Budget.pdf)

**Vice President – Fred Alley:** We will be meeting at Helleck Hall for our April 28<sup>th</sup> meeting. Bruce Gravens will be presenting the continuing education program in the Victory Garden at 9 a.m. The chapter meeting will follow at 10 a.m. in Helleck Hall, with the MG Plant Pre-Sale to follow immediately after. Our May 26<sup>th</sup> meeting will be our last continuing education presentation until we reconvene back at the Extension in October. Fred will be asking for host sites next month for our June, July, and August meetings.

**President - Chris Rusch:** Julie Stanbery, Kay Livermore, and Chris met with the Wolf Creek Job Corps Director. They took a tour of the facility which houses 16 to 21 year olds. They will be returning on a Sunday to provide a workshop for students on repotting of house plants. They helped choose a sunny location on site for a new vegetable garden and also discussed developing a Meditation Garden.

Chris and Leo did a presentation at the Westside Garden off from Harvard. There were about 30 people in attendance. This was in conjunction with the *Kitchen Garden Project*. Master Gardeners, who signed up to be mentors in this project, will be hearing from Christel of NeighborhoodWorks Umpqua with further details on their role as mentors.

**Past President - Larry Sutton:** We have been asked to make sure after meetings all windows and outside doors are shut. The side door to the east parking lot needs to be pulled tightly shut and then checked to make sure it is secure.

## **COMMITTEE REPORTS**

**Community Outreach – Leo Grass:** Leo and Barbie Hamby will be hosting two classrooms from Winchester School on April 22<sup>nd</sup> in the Discovery Garden. April 30<sup>th</sup> is Healthy Kids Day at the YMCA. Jennifer Russell and Barbie Hamby have volunteered to help the kids plant milkwood seeds.

**Plant Clinic - Chris Rusch:** Almost all of the new class has completed their two days of Plant Clinic training. March was busy with 100 visitors. Chris has received multiple complaints from Extension staff regarding the noise coming from the Clinic. It was suggested since this is an ongoing program a good solution would be for the staff member to address the problem with the clinic workers when it is happening.

**Westside Greenhouse – Maureen Benice:** Ongoing seeding, transplanting and plant cleanup is on the agenda weekly. There are free seedlings for MG's to pot up for their own use under the long table in Westside Greenhouse #1. They will not be there after this Sunday.

**Eastside Greenhouse – Ann Severson:** Ann gave a report representing Eastside Greenhouse. Kudos to Eastside for sending a representative. Inventory has been taken with 200 new varieties added to stock. A new heater has been installed, new row tables built, and the shade shed will soon be finished. The tree storage stand will be finished, greenhouse film replacement and roll up sides to be installed soon, and upgrading the Umpqua River irrigation system to the Westside is in the future.

**Awards – Betty Ison:** Betty has the state award packet ready to be sent in this next month.

### ***Discovery Garden – Julie Stanbery:***

- Chris Rusch, Geoff Puryear, and Jen Bailey are working together on getting grant money for putting handicapped accessible paths throughout the main paths in the garden. Julie Stanbery said Wolf Creek Job Corps may be interested in partnering with us to provide labor for building the paths. They recently built the handicapped accessible playground at River Forks Park and have partnered with us on projects, i.e. the Pavilion.
- Patrice Sipos is now head of the Entry Garden.
- The Herb Garden is doing a lot of reconstruction work. At this phase in the project there is a lot of physical labor moving rock. Julie will follow through on recruiting strong backs to help.
- Sandy Grindle is once again weed eating. 📧 Thank you Sandy.
- Irrigation has been started in the Eastside Greenhouse patio area with river water. The pump has been left in the river year round for a number of years. Before then our much-missed Roger Sawyer was regularly thrown in the river. Ready to come back from Florida yet, Roger? 📧
- Kish Doyle will be taking photos of irrigation spigots, turn on valves, turn off valves, etc. She and Julie will be working together on this photo project which will be posted with a tutorial on what to turn, when, where, how, why, why not, and don't you dare touch this! Technically it will be a directory of what everyone should know if they are operating the system.
- The second week in May irrigation will be established in the Discovery Garden.

**Victory Garden – Mik Carlson:** River water irrigation installation is progressing. All fencing has been installed in the new addition with 2 new gates with padlocks. All is finished and beautiful! Thanks to all who fenced and plumbed!

**Publicity/Newsletter – Bonnie Courter:**

- Plant Sale: We will be running double radio ads, 6 times per day, May 1-7 on KQEN 1240 AM and KRSB Country 103. The News Review will be running our “Mark Your Calendar” ads on Saturday and every day the week before the Plant Sale. Most of our banners have been hung. Three more have been ordered and will go up this next week. Yard signs which say, “Plant Sale This Saturday,” will go out on May 1<sup>st</sup>.
- The *Ask a Master Gardener* article in the News Review has started and will run twice a month to September. If anyone is interested in being on the writing team, please contact Steve Renquist, Bonnie, or Chris Rusch.
- Newsletter articles for the May issue are due Saturday, April 30<sup>th</sup>.

**2016 Class Representative:** The viability of this position, as its job description is currently written, was discussed. Creating a Class Liaison was mentioned as a possibility. We will revisit this subject in October when planning for next year’s class.

**Plant Sale – Barbara Robinson:**

- Barbara reminded those who are giving educational presentations or tours to grab a handful of Plant Sale bookmarks to distribute. Some are already doing this. Posters and bookmarks are available in the Plant Clinic for distribution.
- There will be a meeting of the Plant Sale Committee Heads directly after the Executive Board meeting.
- Sign-ups have been great but we still need about a dozen more people to make it perfect! An email will be going out to the chapter.
- This is Sharon Hopkins’ last year to co-chair Plant Sale. Thank you to Sharon for keeping me on track, getting crazy with me when we weren’t on track and just for being the best of the best. Ann Severson has agreed to step up and co-chair. Thank you Ann! I am able to breathe now with this news. 📧

**OLD BUSINESS**

**Officer Nominations for 2017 Officers – Maureen Benice:** Nominations are under way for DCMG officers. Our nominating committee, consisting of Maureen Benice and Bonnie Courter, are charged with finding a Vice President and Membership Chair. Please contact Bonnie or Maureen if you have a suggested nominee. Nominations must be formalized by our May chapter meeting.

**OMGA Budget Choices – Anne Bacon:** OMGA has asked the counties for input on budgeting issues arising from a lack of funds due to the absence of a 2017 Mini College. This is due to the International MG Conference being held in Portland, Oregon.

We have been asked to choose between three options. In a nutshell these include: tighten the budget, status quo, or pick and choose. Patrice Sipos sent an email to OMGA Treasurer, Kathleen Johnson, for budget clarification but has not heard back. The budget is not very transparent which, in itself, raises a lot of

questions. The Board decided to revisit this subject at the May 11<sup>th</sup> meeting and make a decision at that time. In the meantime Anne will contact OMGA Representatives from other counties (Marion, Lane, Jackson, Josephine, Coos, and Curry) to form an alliance before the next OMGA meeting.

Our Board agreed on the following recommendations:

- Prioritize and reduce expenditures
- Use reserve funds when necessary
- Have a fundraiser at the International Conference i.e., a silent auction
- Last but NOT LEAST, do NOT cut back on support to Chapters including PNW's and scholarships.

### **NEW BUSINESS**

**Committee Head Vacancies – Chris Rusch:** Leo Grass would like to step down as head of Community Outreach. He loves the job but feels it is time for someone else to take over. Please contact Leo or Chris if you have questions or you would like to step up and give Leo a breather. Bob Brindley is also stepping down as the Bug Guy and has 2 potential candidates to fill the position.

**Denise Fennell** will send out the 2017 Class Roster photos to the membership via Shirley Purcell.

### **ANNOUNCEMENTS**

Insect Committee	First and Third Mondays 10 a.m.
Westside Greenhouse Crews	Tuesdays, 9 a.m. to noon
Eastside Greenhouse Crew	Tuesdays, 9 a.m. to noon
Discovery Garden Workdays	Tuesdays, 9 a.m. to noon
DCMG Chapter Meeting	April 28, HLC, Cont. Ed. 9 a.m., Meeting 10 a.m.
Earth Day	April 16, Fairgrounds
MG Plant Sale Pre-Sale	April 28, HLC, to follow chapter meeting until 3 p.m.
MG Plant Sale Pre-Sale	May 1, HLC, 1 - 4 p.m.
Plant Sale Set Up	May 6, Fairgrounds
Plant Sale	May 7, Fairgrounds

The meeting was adjourned at 11:30 by President, Chris Rusch.

Respectfully Submitted,  
Barbara Robinson  
DCMG Secretary

Account Balances - As of 4/12/2016  
As of 4/12/2016

4/12/2016

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Account	4/12/2016 Balance
<b>Bank Accounts</b>	
Checking-Umpqua Bank	3,709.59
Money Market-Reserves-Umpqua Bank	8,659.10
Money Market-Umpqua Bank	30,124.62
<b>TOTAL Bank Accounts</b>	<b>42,493.31</b>
<b>OVERALL TOTAL</b>	<b>42,493.31</b>

Cash Flow  
3/10/2016 through 4/12/2016

Category	3/10/2016- 4/12/2016
<b>INFLOWS</b>	
Dues-hardcopy newsletter	8.75
Dues-membership	30.00
Interest Income - Bank	1.09
PSP Income	
Clinic & Office	
Soil Testing	25.00
TOTAL Clinic & Office	25.00
TOTAL PSP Income	25.00
Special Events	
Special Events-other	661.00
Trash-To-Treasure Sale	2,980.29
TOTAL Special Events-other	3,641.29
TOTAL Special Events	3,641.29
<b>TOTAL INFLOWS</b>	<b>3,706.13</b>
<b>OUTFLOWS</b>	
Bank Charge	-20.65
Management & General	
Conferences	
OMGA Travel	137.17
TOTAL Conferences	137.17
Dues-OMGA	1,568.00
Hospitality	71.86
Supplies for Executive Board	3.40
TOTAL Management & General	1,780.43
PSP Expense	
Discovery Garden	
Easy Access (Container Garden)	165.94
Entry	6.46
Irrigation	122.49
Maintenance	109.97
Xeriscape	330.76
TOTAL Discovery Garden	735.62
HLC	
Eastside Greenhouse Maintenance	446.04
Maintenance	287.39
Victory Garden	549.57
Westside Greenhouse Maintenance	77.12
Westside Greenhouse Supplies	43.91
TOTAL HLC	1,404.03
TOTAL PSP Expense	2,139.65
Special Events Expense	
Plant Sale Expense	
Advertising	51.83
Electrical - meter 62314693	1,202.47
Exhibit Fees	1,645.75
Supplies	112.95
TOTAL Plant Sale Expense	3,013.00
Special Events-other	
Trash-To-Treasure Sale	25.49

4/12/2016

Cash Flow  
3/10/2016 through 4/12/2016

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Category	3/10/2016- 4/12/2016
TOTAL Special Events-other	25.49
TOTAL Special Events Expense	3,038.49
<b>TOTAL OUTFLOWS</b>	<b>6,937.92</b>
<b>OVERALL TOTAL</b>	<b>-3,231.79</b>

Budget - Current Year  
1/1/2016 through 12/31/2016 Using 2016 Budget

4/12/2016

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Category	1/1/2016 Actual	- Budget	12/31/2016 Difference
<b>INCOME</b>			
Donations	2.00	0.00	2.00
Contributions	6.25	250.00	-243.75
TOTAL Donations	8.25	250.00	-241.75
Dues-hardcopy newsletter	176.75	255.00	-78.25
Dues-membership	2,359.25	2,400.00	-40.75
Interest Income - Bank	3.35	12.00	-8.65
PSP Income	0.00	0.00	0.00
Clinic & Office			
Soil Testing	275.00	700.00	-425.00
TOTAL Clinic & Office	275.00	700.00	-425.00
TOTAL PSP Income	275.00	700.00	-425.00
Special Events	0.00	0.00	0.00
Plant Sale Income	0.00	0.00	0.00
Drawings	0.00	950.00	-950.00
Entrance Fees	0.00	2,900.00	-2,900.00
Plant Sales			
Sales-event	0.00	20,500.00	-20,500.00
Sales-post	0.00	700.00	-700.00
Sales-pre	0.00	2,700.00	-2,700.00
TOTAL Plant Sales	0.00	23,900.00	-23,900.00
Vendor Booth	0.00	3,300.00	-3,300.00
TOTAL Plant Sale Income	0.00	31,050.00	-31,050.00
Special Events-other	661.00	0.00	661.00
Bake Sale	0.00	1,000.00	-1,000.00
Compost Tea	0.00	900.00	-900.00
Trash-To-Treasure Sale	2,980.29	2,500.00	480.29
TOTAL Special Events-other	3,641.29	4,400.00	-758.71
TOTAL Special Events	3,641.29	35,450.00	-31,808.71
<b>TOTAL INCOME</b>	<b>6,463.89</b>	<b>39,067.00</b>	<b>-32,603.11</b>
<b>EXPENSES</b>			
Bank Charge	0.00	0.00	0.00
Discovery Garden	0.00	0.00	0.00
Discovery Garden	0.00	0.00	0.00
TOTAL Discovery Garden	0.00	0.00	0.00
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	0.00	0.00
OMGA Travel	137.17	1,000.00	862.83
TOTAL Conferences	137.17	1,000.00	862.83
Dues-OMGA	1,568.00	1,659.00	91.00
Grants&Gifts&Scholarships			
4-H Donation	0.00	80.00	80.00
Gifts - Hallmark	0.00	50.00	50.00
Officer Gifts	0.00	80.00	80.00
Scholarships	0.00	1,000.00	1,000.00



Budget - Current Year  
1/1/2016 through 12/31/2016 Using 2016 Budget

4/12/2016

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Category	1/1/2016 Actual	- Budget	12/31/2016 Difference
TOTAL Grants&Gifts&Scholarships	0.00	1,210.00	1,210.00
Historian	0.00	25.00	25.00
Hospitality	158.85	200.00	41.15
Liability Insurance	0.00	670.00	670.00
OMGA Search for Excellence	0.00	150.00	150.00
Postage for Executive Board	0.00	30.00	30.00
Print Check Charges	0.00	25.00	25.00
Supplies for Executive Board	3.40	30.00	26.60
TOTAL Management & General	1,867.42	6,099.00	4,231.58
PSP Expense	0.00	0.00	0.00
Advanced Training			
Continuing Education	0.00	100.00	100.00
Newsletter			
Postage	17.75	255.00	237.25
TOTAL Newsletter	17.75	255.00	237.25
TOTAL Advanced Training	17.75	355.00	337.25
Clinic & Office	0.00	0.00	0.00
Farmers Markets	0.00	40.00	40.00
Insects	0.00	100.00	100.00
Library	0.00	100.00	100.00
Plant Clinic & Office Supplies	0.00	50.00	50.00
Soil Testing	233.68	250.00	16.32
Website Development	0.00	207.00	207.00
TOTAL Clinic & Office	233.68	747.00	513.32
Community Outreach	0.00	0.00	0.00
Fair Booth	0.00	50.00	50.00
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	350.00	350.00
Childrens	0.00	300.00	300.00
Compost & Biochar	0.00	50.00	50.00
Easy Access (Container Garden)	345.94	450.00	104.06
Electric - meter 23609842	0.00	400.00	400.00
Entry	6.46	75.00	68.54
Hedgerow	0.00	0.00	0.00
Herb	0.00	75.00	75.00
Hummingbird	0.00	150.00	150.00
Iris	0.00	0.00	0.00
Irrigation	122.49	400.00	277.51
Japanese	0.00	200.00	200.00
Kiosk - donor board	0.00	50.00	50.00
Maintenance	131.75	600.00	468.25
Mulch	0.00	300.00	300.00
Orchard	0.00	50.00	50.00
Ornamental	0.00	0.00	0.00
Pavilion	0.00	0.00	0.00
Perennial Border	0.00	400.00	400.00
Raised Beds (Dahlia-Lily)	0.00	100.00	100.00
Rock Garden	0.00	800.00	800.00

Budget - Current Year  
1/1/2016 through 12/31/2016 Using 2016 Budget

4/12/2016

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Category	1/1/2016 Actual	- Budget	12/31/2016 Difference
Shade Garden	0.00	50.00	50.00
Signage	0.00	250.00	250.00
Straw Bale Garden	0.00	220.00	220.00
Sun Garden	0.00	0.00	0.00
Water - River Forks meter	0.00	500.00	500.00
Xeriscape	330.76	400.00	69.24
<b>TOTAL Discovery Garden</b>	<b>937.40</b>	<b>6,170.00</b>	<b>5,232.60</b>
<b>HLC</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
Eastside Greenhouse Maintenance	796.32	4,239.00	3,442.68
Eastside Greenhouse Supplies	0.00	500.00	500.00
Garbage Dump Fee	0.00	100.00	100.00
Maintenance	413.17	600.00	186.83
Toilet Repairs & Supplies	0.00	150.00	150.00
Tree Trimming Professional	1,000.00	1,000.00	0.00
Victory Garden	621.12	1,071.00	449.88
Victory Garden Signage - 2014 Grant	0.00	345.00	345.00
Westside Greenhouse Maintenance	77.12	1,200.00	1,122.88
Westside Greenhouse Supplies	121.15	400.00	278.85
<b>TOTAL HLC</b>	<b>3,028.88</b>	<b>9,605.00</b>	<b>6,576.12</b>
<b>Winter Program</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
New Class - Supplies	0.00	20.00	20.00
Speakers	300.00	400.00	100.00
<b>TOTAL Winter Program</b>	<b>300.00</b>	<b>420.00</b>	<b>120.00</b>
<b>TOTAL PSP Expense</b>	<b>4,517.71</b>	<b>17,497.00</b>	<b>12,979.29</b>
<b>Special Events Expense</b>			
Plant Sale Expense	47.93	0.00	-47.93
Advertising	51.83	3,800.00	3,748.17
Contributions - Plant Sale Volunteers	0.00	350.00	350.00
Electrical - meter 62314693	1,779.29	3,600.00	1,820.71
Exhibit Fees	3,291.50	2,900.00	-391.50
Next Year Seed	0.00	750.00	750.00
Next Year Supplies - McConkey	0.00	2,500.00	2,500.00
Plants	0.00	1,100.00	1,100.00
Propane	288.17	1,500.00	1,211.83
Supplies	112.95	1,500.00	1,387.05
Vendor Costs	5.00	550.00	545.00
Water - Pitchford meter	0.00	900.00	900.00
<b>TOTAL Plant Sale Expense</b>	<b>5,576.67</b>	<b>19,450.00</b>	<b>13,873.33</b>
<b>Special Events-other</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
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	25.49	150.00	124.51
<b>TOTAL Special Events-other</b>	<b>25.49</b>	<b>405.00</b>	<b>379.51</b>
<b>TOTAL Special Events Expense</b>	<b>5,602.16</b>	<b>19,855.00</b>	<b>14,252.84</b>
<b>TOTAL EXPENSES</b>	<b>11,987.29</b>	<b>43,451.00</b>	<b>31,463.71</b>
<b>OVERALL TOTAL</b>	<b>-5,523.40</b>	<b>-4,384.00</b>	<b>-1,139.40</b>