

## OSU DOUGLAS COUNTY MASTER GARDENERS

Executive Meeting

June 8, 2016

10 a.m. Extension Kitchen

Attendance: Steve Renquist, Patrice Sipos, Fred Alley, Chris Rusch, Nancy Fuller, Jude Stensland, Larry Sutton, Anne Bacon, Julie Stanbery, Leo Grass, Bonnie Courter, Betty Ison, Elva Sellens, Barbara Robinson

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>.

**AGENT'S REPORT – Steve Renquist:** The newly hired Forester will be starting next week. She will be sharing office space with John Panches.

Steve reported on behalf of the Victory Garden. Raccoons have found a way into the garden and are pulling up crops, especially tomatoes. They did not bother the tomatoes with ring supports. The VG would like to purchase fencing to further protect their crop. Fred Alley moved we authorize the Victory Garden to spend up to \$100 on fencing. The motion was seconded and approved. Steve will notify the Victory Garden crew.

More volunteers are needed to write News Review "Ask a Master Gardener" articles. Contact Steve if interested.

### OFFICER REPORTS

**OMGA Representative – Nancy Fuller:** Nancy and Patrice Sipos attended the OMGA quarterly meeting in The Dalles on June 3rd. Multiple topics were discussed.

- The International Master Gardener Conference will be held in Portland, Oregon in 2017. As a result there will not be a mini-college next year and Chapters were asked to choose an option to cover budget shortfalls in 2017. There were only 9 responses with the pick and choose option coming out on top. A sample condensed budget will be sent out for Chapter review and for voting.
- Nancy asked why our letter (written by Patrice) had not received an answer from the Treasurer, Katherine Johnson. The President, Marilyn Scheffler, thought the questions too personal for response. In the future she directed chapters to send any and all correspondence to her. She would then take it to the Board and they would decide if it should be shared with the membership.
- Marsha Sherry, Editor of *The Gardeners Pen* would like articles and pictures of the Master Gardener Demonstration Gardens.
- Yamhill County had issues with their Plant Sale liability insurance policy. Their county attorneys said the policy would not cover a loss. Marilyn Scheffler and Kathryn Johnson will be meeting with an attorney on June 15 to discuss options. They may be looking at OMGA carrying a blanket umbrella policy to cover all counties.
- Josephine County has a Service District which is set up differently than other counties, according to Steve. John Panches is trying to bring them under the same format as Jackson and Douglas Counties use but their County Commissioners want something different.

- Klamath County is reviving their chapter. They just received a Service District and a new Master Garden Program Director has been hired.
- Gail Langaletto is doing well getting the International Conference organized. Key Note speakers are taken care of and work is ongoing for concurrent sessions, field trips and vendors. Chapters are being asked to participate in a Chapter Display opportunity with a bicycle theme. More information can be found at <http://omga.org/painted-bicycle-chapter-display-2017-imgc/>. Pre and post conference tours will be offered (for an additional fee). Included are tours in town, Timberline Lodge, Crater Lake and MG Demonstration Gardens. At this point, it appears our Discovery Garden will be included in one of the tours. ☺ For more information on the IMGc go to <http://blogs.oregonstate.edu/2017imgc/>.
- Mini-College will be held in McMinnville, at Linfield College, on August 4-6. Leadership and Roundtable meetings will be held on the 4<sup>th</sup>, with classes on the 5<sup>th</sup> and 6<sup>th</sup>. More information, including registration and lodging, can be found at <http://omga.org/mini-college-2016/>.

**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).
- Patrice attended the OMGA meeting in The Dalles with Nancy. Patrice was asked by the Plant Sale Committee to investigate the pros and cons of accepting credit/debit cards. She spoke with other attendees at the meeting regarding their acceptance of credit/debit cards at their Plant Sales. Some do accept them and agreed to send Patrice information.
- Leo Grass expressed concern over the ability to make change for those coming in with soil samples. Generally they want to pay with a \$20 bill and need \$5 change back. The Co-Op charges \$45, triple our current \$15 fee. **Anne Bacon made a motion to increase the fee to \$20 for the public. The motion was seconded and carried.** The \$10 fee for Master Gardeners will remain the same.
- A donation of \$101 was received from the Umpqua Audubon Society for use of the Pavilion.

**Vice President – Fred Alley:** Dave Clark and Iva GreyWolf will be hosting our June 30<sup>th</sup> meeting. Carpooling is encouraged. More details will be emailed. Our July 28<sup>th</sup> meeting will be at Kay Livermoore's in Glide. Jude Stensland volunteered to host August. Fred will meet with her to work out the details.

**Past President – Larry Sutton:** Larry has been asked by OMGA to sit on the Master Gardener of the Year Committee for the State. Larry gave kudos to Betty Ison for the exemplary job she does in her nomination write ups to the State.

Larry represented us at last Saturday's Farmers Market which drew a total of 1200 people. Nineteen people approached the booth, which is shared with Douglas MFPs, with questions. Larry will be manning this venue once a month and would like to see others commit to one Saturday a month. Barbara Anderson has a tent she will bring each week as needed. The MG working the event will need to bring a table and the travelling tote. Chris will send out an email to assess interest. We have had problems in the past staffing these outposts. Kruse currently is having issues getting Veterans to sign up. Larry will also be attending Blooms and Butterflies in Elkton as a MG representative.

## **COMMITTEE REPORTS**

**Community Outreach – Leo Grass:** Jude Stensland will be shadowing Leo the next few months in preparation for taking on his position as Community Outreach Coordinator. Thank you Jude! The following outreach opportunities are coming up:

- A Plant Nutrition class at Lookingglass Grange, organized by Dr. Black, on June 19th
- The UCC Conference on Extraordinary Living on September 11<sup>th</sup>
- Tri-City Elementary has invited us to coordinate setting up a school garden
- Douglas County Fair, August 10-13. The Douglas County Bee Assoc. will once again share a space with us.

**Plant Clinic - Chris Rusch:** There is still a need for Veterans to sign up to man the clinic. Chris thanked Leo Grass, Bonnie Courter, Larry Sutton, and Gary Dubois for their dedication on the core team.

### **Westside Greenhouse – Barbara Robinson:**

- Barbara is the new Coordinator for Westside Greenhouse. She will be assisted by several “facilitators” in lieu of a core group. Karolyn Riecks will still be in charge of the Westside maintenance and supply budgets.
- There are many half price perennials available, as well as regular priced stock. All remaining annuals in Greenhouse #1 are free until Tuesday when they will become compost material. Plants may be purchased Tuesday mornings during crew work times.
- The roof on Greenhouse #1 needs to be cleaned with a pressure washer. Barbara will get bids from roofing contractors for cleaning versus replacement of the panels. The panels are quite old and if it is more cost effective to replace them that would seem the best alternative at this time. There are some panels in the green shed. We will look at those to see if they are brittle from heat exposure.

**Eastside Greenhouse – Chris Rusch for Bruce Gravens:** Chris read a written report submitted by Bruce. The Eastside is using the data from the last two years sales results to set current inventory targets. They are propagating and dividing as needed. Various building projects have been completed while others are yet to be done. The new greenhouse film will be purchased and installed prior to fall. They are on budget at this stage for all projects. Per Chris, Bruce Gravens, Gloria Amorde, and Ann Waddington are heading up the Eastside.

**Awards – Betty Ison:** Betty called our 2016 Master Gardener of the year and offered them a Mini-College scholarship if they wanted to attend. The identity of this person will remain anonymous until announced at Mini-College.

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

- Julie thanked Sharon Hopkins for oiling the Japanese Garden gate and to Neil Meyer who has built a new picnic table for placement in the Entry Garden.
- Several hours were spent on Tuesday working on irrigation in the Garden. Geoff Puryear, in the Herb Garden, has reduced their sprinkler heads by 70%. This has resulted in much better pressure

throughout the garden. They will need to supplement with minimal hand watering with Umpqua Basin water.

- Jen Bailey is working with Geoff in getting funding for his garden to install handicapped accessible paths. This will serve as a prototype for extending these paths throughout the Garden.
- There was discussion regarding use of the Pavilion by people other than Master Gardeners. Consensus was this is a public garden so it is difficult to determine exactly what is acceptable or within our control. As far as renting the Pavilion, it seems further written explanation is needed.
- Noel Groshong has been our head irrigation guy for the past 8 years. Irrigation supplies/pieces purchased by or for the Discovery Garden are NOT to be used by other entities at the HLC. These are stored in the green shed. It is frustrating for him and his crew to go looking for a part and find that it has been moved or used elsewhere. Supplies for the greenhouses should be kept separate in the gold shed and used for greenhouse repairs.

### **New BUSINESS**

- Audit Committee: Chris will appoint members to the Audit Committee.
- Scholarships for Mini-College: Members of the Executive Board automatically qualify for a scholarship. We have \$1,000 budgeted for scholarships. Larry Sutton moved we fund scholarships at \$100 to \$125 per person, depending on the number of applicants. The motion was seconded and passed.
- Winter Training Speakers: In talking with other Agents, Steve found they are paying for Winter Training speakers out of their own budgets. Steve will be doing the same in the future.
- *Evening in the Garden*: Classes will be held on Wednesdays during the month of July in the Discovery Garden. These will be open to the public with a \$5 charge.

### **ANNOUNCEMENTS**

Insect Committee	Firs 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	June 30 10 a.m. Dave Clark & Iva GreyWolf Residence

The meeting was adjourned at 12:05 by President, Chris Rusch.

Respectfully Submitted,  
Barbara Robinson  
DCMG Secretary

Account Balances - As of 6/7/2016  
As of 6/7/2016

6/7/2016

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Account	6/7/2016 Balance
<b>Bank Accounts</b>	
Checking-Umpqua Bank	2,762.83
Money Market-Reserves-Umpqua Bank	8,659.10
Money Market-Umpqua Bank	57,127.86
<b>TOTAL Bank Accounts</b>	<b>68,549.79</b>
<b>OVERALL TOTAL</b>	<b>68,549.79</b>

Cash Flow  
5/12/2016 through 6/7/2016

Category	5/12/2016- 6/7/2016
<b>INFLOWS</b>	
Donations	
Contributions	111.00
TOTAL Donations	111.00
Dues-hardcopy newsletter	9.00
Dues-membership	10.00
Interest Income - Bank	2.27
PSP Income	
Clinic & Office	
Soil Testing	115.00
TOTAL Clinic & Office	115.00
TOTAL PSP Income	115.00
Special Events	
Plant Sale Income	
Plant Sales	
Sales-post	510.75
TOTAL Plant Sales	510.75
Vendor Booth	838.80
TOTAL Plant Sale Income	1,349.55
Special Events-other	
Compost Tea	356.00
TOTAL Special Events-other	356.00
TOTAL Special Events	1,705.55
<b>TOTAL INFLOWS</b>	<b>1,952.82</b>
<b>OUTFLOWS</b>	
Management & General	
Awards & Banquet	318.40
Supplies for Executive Board	9.20
TOTAL Management & General	327.60
PSP Expense	
Advanced Training	
Newsletter	
Postage	18.36
TOTAL Newsletter	18.36
TOTAL Advanced Training	18.36
Discovery Garden	
Childrens	58.02
Easy Access (Container Garden)	126.90
Electric - meter 23609842	7.32
Irrigation	115.57
Maintenance	109.39
Signage	143.65
Xeriscape	43.45
TOTAL Discovery Garden	604.30
HLC	
Eastside Greenhouse Maintenance	286.52
Maintenance	39.50
Victory Garden	120.21
Westside Greenhouse Maintenance	27.88
TOTAL HLC	474.11

6/7/2016

Cash Flow  
5/12/2016 through 6/7/2016

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Category	5/12/2016- 6/7/2016
TOTAL PSP Expense	1,096.77
Special Events Expense	
Plant Sale Expense	
Advertising	973.91
Contributions - Plant Sale Volunteers	552.00
Electrical - meter 62314693	967.89
Plants	121.72
Propane	417.20
Supplies	125.86
TOTAL Plant Sale Expense	3,158.58
TOTAL Special Events Expense	3,158.58
<b>TOTAL OUTFLOWS</b>	<b>4,582.95</b>
<b>OVERALL TOTAL</b>	<b>-2,630.13</b>

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

Category	1/1/2016 Actual	- Budget	12/31/2016 Difference
<b>INCOME</b>			
Donations	2.00	0.00	2.00
Contributions	142.25	250.00	-107.75
TOTAL Donations	144.25	250.00	-105.75
Dues-hardcopy newsletter	185.75	255.00	-69.25
Dues-membership	2,419.25	2,400.00	19.25
Interest Income - Bank	6.59	12.00	-5.41
PSP Income	0.00	0.00	0.00
Clinic & Office			
Soil Testing	560.00	700.00	-140.00
TOTAL Clinic & Office	560.00	700.00	-140.00
TOTAL PSP Income	560.00	700.00	-140.00
Special Events	0.00	0.00	0.00
Plant Sale Income	0.00	0.00	0.00
Drawings	1,118.00	950.00	168.00
Entrance Fees	3,563.50	2,900.00	663.50
Plant Sales			
Sales-event	20,420.22	20,500.00	-79.78
Sales-post	510.75	700.00	-189.25
Sales-pre	3,311.75	2,700.00	611.75
TOTAL Plant Sales	24,242.72	23,900.00	342.72
Vendor Booth	3,184.80	3,300.00	-115.20
TOTAL Plant Sale Income	32,109.02	31,050.00	1,059.02
Special Events-other	0.00	0.00	0.00
Bake Sale	0.00	1,000.00	-1,000.00
Compost Tea	356.00	900.00	-544.00
Trash-To-Treasure Sale	2,980.29	2,500.00	480.29
TOTAL Special Events-other	3,336.29	4,400.00	-1,063.71
TOTAL Special Events	35,445.31	35,450.00	-4.69
<b>TOTAL INCOME</b>	<b>38,761.15</b>	<b>39,067.00</b>	<b>-305.85</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	318.40	0.00	-318.40
Awards	0.00	350.00	350.00
Banquet	0.00	750.00	750.00
TOTAL Awards & Banquet	318.40	1,100.00	781.60
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

6/7/2016

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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	12.60	30.00	17.40
TOTAL Management & General	2,195.02	6,099.00	3,903.98
PSP Expense	0.00	0.00	0.00
Advanced Training			
Continuing Education	0.00	100.00	100.00
Newsletter			
Postage	55.15	255.00	199.85
TOTAL Newsletter	55.15	255.00	199.85
TOTAL Advanced Training	55.15	355.00	299.85
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	7.99	50.00	42.01
Soil Testing	233.68	250.00	16.32
Website Development	0.00	207.00	207.00
TOTAL Clinic & Office	241.67	747.00	505.33
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	58.02	300.00	241.98
Compost & Biochar	0.00	50.00	50.00
Easy Access (Container Garden)	472.84	450.00	-22.84
Electric - meter 23609842	7.32	400.00	392.68
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	265.91	400.00	134.09
Japanese	0.00	200.00	200.00
Kiosk - donor board	0.00	50.00	50.00
Maintenance	234.73	600.00	365.27
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

6/7/2016

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Category	1/1/2016 Actual	- Budget	12/31/2016 Difference
Shade Garden	20.00	50.00	30.00
Signage	268.65	250.00	-18.65
Straw Bale Garden	0.00	220.00	220.00
Sun Garden	0.00	0.00	0.00
Water - River Forks meter	1.21	500.00	498.79
Xeriscape	374.21	400.00	25.79
<b>TOTAL Discovery Garden</b>	<b>1,709.35</b>	<b>6,170.00</b>	<b>4,460.65</b>
<b>HLC</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
Eastside Greenhouse Maintenance	1,918.48	4,239.00	2,320.52
Eastside Greenhouse Supplies	0.00	500.00	500.00
Garbage Dump Fee	0.00	100.00	100.00
Maintenance	497.46	600.00	102.54
Toilet Repairs & Supplies	0.00	150.00	150.00
Tree Trimming Professional	1,000.00	1,000.00	0.00
Victory Garden	999.75	1,071.00	71.25
Victory Garden Signage - 2014 Grant	0.00	345.00	345.00
Westside Greenhouse Maintenance	105.00	1,200.00	1,095.00
Westside Greenhouse Supplies	140.52	400.00	259.48
<b>TOTAL HLC</b>	<b>4,661.21</b>	<b>9,605.00</b>	<b>4,943.79</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>6,967.38</b>	<b>17,497.00</b>	<b>10,529.62</b>
<b>Special Events Expense</b>			
Plant Sale Expense	0.00	0.00	0.00
Advertising	1,241.74	3,800.00	2,558.26
Contributions - Plant Sale Volunteers	349.32	350.00	0.68
Electrical - meter 62314693	2,747.18	3,600.00	852.82
Exhibit Fees	3,296.50	2,900.00	-396.50
Next Year Seed	0.00	750.00	750.00
Next Year Supplies - McConkey	0.00	2,500.00	2,500.00
Plants	121.72	1,100.00	978.28
Propane	705.37	1,500.00	794.63
Supplies	446.60	1,500.00	1,053.40
Vendor Costs	0.00	550.00	550.00
Water - Pitchford meter	151.25	900.00	748.75
<b>TOTAL Plant Sale Expense</b>	<b>9,059.68</b>	<b>19,450.00</b>	<b>10,390.32</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>9,085.17</b>	<b>19,855.00</b>	<b>10,769.83</b>
<b>TOTAL EXPENSES</b>	<b>18,247.57</b>	<b>43,451.00</b>	<b>25,203.43</b>
<b>OVERALL TOTAL</b>	<b>20,513.58</b>	<b>-4,384.00</b>	<b>24,897.58</b>