

**OSU DOUGLAS COUNTY MASTER GARDENER
Executive Board Meeting
July 12, 2016**

Attendance: Patrice Sipos, Denise Ferrell, Chris Rusch, Fred Alley, Larry Sutton, Julie Stanbery, Bruce Gravens, Anne Bacon, Betty Ison, Bonnie Courter, Elva Sullens, Barbara Robinson, Steve Renquist,

Call to Order: The meeting was called to order at 10:05 a.m. by President, Chris Rusch.

Minutes: The minutes were approved as published online.

Agent's Report – Steve Renquist:

- There will be an Advanced Diagnostics class near UCC at 1p.m. today.
- Tomorrow, July 13th, there will be a Wine Education event from 6 to 8 p.m. at the Discovery Garden Pavilion.
- This year has been an abnormal year with unusual insect patterns. This has made it difficult for Steve to coach people on appropriate measures for insect control. Appearance of the Spotted Wing Drosophila was light in the spring but has taken off the last 2 weeks. Steve suggested gardeners pick their fruit often as it matures to minimize damage by the Spotted Wing. Coddling Moth has also been prolific. Steve has been working in conjunction with Rick Hilton from Southern Oregon on a homeowner spray program which is low impact.
- There was a recent mix up regarding the use of the Pavilion by the public. Steve called the Parks Department and informed them it was not available on a first come first serve basis as they had told someone. Steve went on to explain to them only functions attended by at least one Master Gardener and reserved through the Plant Clinic were allowed. Julie Stanbery will have a sign made indicating there are no private parties allowed and post it in the Pavilion.
- Rocky Houston is the new Parks Department Director. Steve will invite him to attend our September meeting and potluck at the Discovery Garden. He will then be given a tour of the gardens, greenhouses, etc.
- The agreement and money for the Weather Station is a done deal, but Steve is having trouble getting Agrimet to commit to an installation date.

OFFICER REPORTS

OMGA – Anne Bacon:

- Anne will invite Klamath County Master Gardeners to attend our September meeting and potluck as our guests. They have recently reorganized as a new chapter and requested an invitation to come to Douglas County to see how we function. Steve will also invite their Horticulture Agent to join us.
- Mini-College will be held at Linfield College in McMinnville August 4-6. Information and registration is available online at <http://omga.org/mini-college-2016/>. Each chapter is asked to donate ten raffle prizes with a value of at least \$25 each. If you plan to donate an item, please contact Anne by July 15th with a description and value. She will be collecting donations until our July 28th meeting. Sharon Hopkins will be putting together a basket if people would like to donate less expensive items for inclusion. Contact Sharon if you have items to be included in the basket.

Treasurer – Chris Patrice Sipos: Financials were distributed. Updates on the budget are available on the web at http://douglascountymg.org/mg_documents_forms.html.

- Co-Op receipts need to be turned in to Patrice in a timely manner so she can pay the bill before it's due date of the 10th. This continues to be an issue. In addition to leaving these in the Plant Clinic locked drawer, Patrice is also collecting them from the membership hours box in the Westside Greenhouse #1. If you absolutely cannot get your receipt(s) in prior to the 10th, call Patrice or email and let her know the amount of the bill and what budget it should be charged to.
- Betty Ison donated plants valued at over \$1,000 to our Plant Sale. Thank you Betty!
- Ann Severson recently had a yard sale. Items bookmarked for Trash to Treasure were sold for a total of \$80. Thank you Ann!

Vice President – Fred Alley:

- Our July 28th meeting will be at Kay Livermore's up Little River, out of Glide. Fred will be sending out directions to her house.
- Fred was in Bandon recently and had the opportunity to speak with a Coos County Master Gardener who gave kudos to Steve for his leadership in Douglas County.

President – Chris Rusch: Chris thanked Dave Clark and Iva GreyWolf for welcoming us to their garden for our June meeting. She expressed how much she enjoyed the meeting in such a beautiful setting.

COMMITTEE REPORTS:

Plant Clinic – Chris Rusch: Plant Clinic is going strong. There are always veteran slots available on the calendar. It will be closed today for workers to attend the Advanced Diagnostics Class.

Westside Greenhouse – Barbara Robinson: Barbara and Betty Ison travelled to the Peoria Nursery sale in Corvallis last week. They returned with a pickup full of plants to be nurtured for our 2017 Plant Sale. Betty also went up to Roger's Nursery in Springfield for their 40% off sale and purchased more plants. Crews are busy repotting and root pruning new purchases.

Eastside Greenhouse – Bruce Gravens: Gloria Amorde and Tasha King also went to Peoria Nursery and purchased a car full of treasures. Crews are busy propagating. Other projects include:

- Completion of automatic irrigation in the 3 sheds
- Extension to the tree stands in process
- Replacement greenhouse film purchased and soon will be installed. Someone experienced with installation is needed. The shade cloth will be kept and Bruce will be sewing a 40 foot seam which has deteriorated.
- David Clark and Ivor Chapman have been doing a great job on the irrigation system. It has been put underground and made winter safe. Thank you boys!

Kruse Farms – Anne Bacon: Getting volunteers to staff the Kruse Farms venue has been difficult and there have been low contact numbers. Discussion ensued on the feasibility of staffing both Kruse and the Farmers' Market venues. Given the hundreds of attendees at the Market, and greater opportunity for making contacts, it was determined we would pursue a presence there on a weekly basis. Anne will talk to Barbara Anderson to confirm this as a possibility. If this is approved by the Market, we will begin this venue

on a weekly basis beginning the first week in August. Anne will then contact Kruse Farms and let them know we have been unable to get staffing and will not be a presence there beginning in August. Chris Rusch will write them a thank you note for their years of support. When all is solidified, Denise will post the changes on Facebook and an email will be sent out to the membership. Anne will look into the possibility of getting a table drape for the Farmers Market.

Awards – Betty Ison: The Douglas County Master Gardener of the Year will be accepting a scholarship to Mini-College.

Discovery Garden – Julie Stanbery:

- Julie expressed her thanks to Barbara and Gale Robinson for bringing their two granddaughters, Hannah and Sarah (ages 14 and 12), to work at the gardens. They worked really hard spreading chips in the Butterfly Garden and then pulling weeds. They did an excellent job and their help was much appreciated by the “older” generation. ☺ Julie asked Master Gardeners to be sure and make them feel welcome when they see them in the gardens as they return on subsequent work days.
- The Pepsi Party will be this Saturday at River Forks. The electricity will be turned off for the day which means no river irrigation that day.
- Someone is needed to head up the orchard in the Discovery Garden. Contact Julie or Steve if you are interested.
- Monarch butterflies have been sighted in the Children’s Garden. Please no sprays or pesticides in our around the Garden.
- David Clark has a project he is interested in heading up. He would like to promote an educational component within our irrigation system by installing a catchment system with one or two reservoirs adjacent to the Eastside Greenhouse area. The purpose would be to show people how they can collect and store water for irrigation purposes. A committee will be formed to research this idea and its viability. Members will include Vicki McAlister, Noel Groshong, Dave Clark, Dave Hopkins and Bruce Gravens.

OLD BUSINESS

- **Historian:** Judy Weaver has agreed to take on this position. Denise has gathered various information and documents which she will forward on to Judy.
- **Audit Committee:** The committee, consisting of Vicki McAlister, Toni Rudolph and Karen Glatz will meet next Wednesday. They will have a report for our August Executive Board meeting.
- **Mini-College Scholarships:** Twelve people have applied for scholarships. This includes Board members who are going and our Master Gardener of the Year. There is \$1,000 budgeted for this expense. Fred Alley made a motion to spend \$200 over the budgeted amount to allow each participant to be reimbursed \$100. Denise seconded the motion. Motion was carried. Scholarship recipients will receive their stipend after they have attended mini-college. Recipients will report back to the membership with a brief presentation at our August meeting, or a newsletter article on a subject they found particularly interesting at Mini-College.

NEW BUSINESS

- Barbara Robinson would like to see someone write an article for the newsletter each month, spotlighting a Master Gardener. Fred Alley said he would perhaps be interested in taking this on.

- The Board discussed local opportunities which are available for members to count as continuing education hours toward recertification i.e., Winter Training classes, Spring into Gardening, Continuing Education at chapter meetings, etc. Steve said members would not be denied membership w/o fulfilling recertification, but would not be eligible to work in the Plant Clinic or other venues where we work in a capacity to educate the public.

ANNOUNCEMENTS

Insect Committee	First and Third Mondays 10 a.m.
Discovery Garden Workdays	Tuesdays, 9 to noon
Westside & Eastside GH Crews	Tuesdays, 9 to noon
Advanced Diagnostic Class	July 13, 1 p.m., 62 River Drive (Near UCC)
Wine Education Event	July 14, 6-8pm, Discovery Garden
Mini-College	Aug. 4-6, Linfield College, McMinnville
Floral Entries/Douglas County Fair	Aug. 9, 9 a.m. to 2p.m., Floral Building
Executive Board Meeting	Aug. 10, 10 a.m., Extension Kitchen
Douglas County Fair	Aug. 10-13
DCMG Chapter Meeting & Potluck	Aug. 25, Kay Livermore Residence, 10 a.m., Glide
DCMG Awards Banquet	October 1

MEETING ADJOURNMENT: The meeting was adjourned at 12:00 a.m. by President, Chris Rusch.

Respectfully Submitted,
Barbara Robinson
DCMG Secretary

Account Balances - As of 7/12/2016
As of 7/12/2016

7/12/2016

Page 1

Account	7/12/2016 Balance
Bank Accounts	
Checking-Umpqua Bank	2,412.53
Money Market-Reserves-Umpqua Bank	8,659.10
Money Market-Umpqua Bank	55,130.53
TOTAL Bank Accounts	66,202.16
OVERALL TOTAL	66,202.16

Cash Flow
6/9/2016 through 7/12/2016

Category	6/9/2016- 7/12/2016
INFLOWS	
Donations	
Pavilion	50.00
TOTAL Donations	50.00
Interest Income - Bank	2.67
PSP Income	
Clinic & Office	
Soil Testing	130.00
TOTAL Clinic & Office	130.00
TOTAL PSP Income	130.00
Special Events	
Plant Sale Income	
Entrance Fees	248.00
Plant Sales	
Sales-post	177.25
TOTAL Plant Sales	177.25
TOTAL Plant Sale Income	425.25
Special Events-other	
Compost Tea	289.00
Trash-To-Treasure Sale	80.00
TOTAL Special Events-other	369.00
TOTAL Special Events	794.25
TOTAL INFLOWS	976.92
OUTFLOWS	
Bank Fee	76.30
Management & General	
Conferences	
OMGA Travel	159.99
TOTAL Conferences	159.99
Grants&Gifts&Scholarships	
4-H Donation	70.00
Officer Gifts	40.00
TOTAL Grants&Gifts&Scholarships	110.00
TOTAL Management & General	269.99
PSP Expense	
Advanced Training	
Newsletter	
Postage	18.36
TOTAL Newsletter	18.36
TOTAL Advanced Training	18.36
Clinic & Office	
Plant Clinic & Office Supplies	48.21
TOTAL Clinic & Office	48.21
Discovery Garden	
Childrens	17.00
Compost & Biochar	142.45
Irrigation	67.09
Rock Garden	229.96
Water - River Forks meter	7.98
TOTAL Discovery Garden	464.48

Cash Flow
6/9/2016 through 7/12/2016

Category	6/9/2016- 7/12/2016
HLC	
Eastside Greenhouse Maintenance	372.21
Garbage Dump Fee	12.00
Maintenance	74.13
Victory Garden	53.27
Westside Greenhouse Maintenance	167.03
Westside Greenhouse Supplies	-11.00
TOTAL HLC	667.64
TOTAL PSP Expense	1,198.69
Special Events Expense	
Plant Sale Expense	
Advertising	775.80
Next Year Seed	674.06
Supplies	71.94
Water - Pitchford meter	133.42
TOTAL Plant Sale Expense	1,655.22
TOTAL Special Events Expense	1,655.22
TOTAL OUTFLOWS	3,200.20
OVERALL TOTAL	-2,223.28

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

7/12/2016

Page 1

Category	1/1/2016 Actual	- Budget	12/31/2016 Difference
INCOME			
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	9.26	12.00	-2.74
PSP Income	0.00	0.00	0.00
Clinic & Office			
Soil Testing	690.00	700.00	-10.00
TOTAL Clinic & Office	690.00	700.00	-10.00
TOTAL PSP Income	690.00	700.00	-10.00
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	3,811.50	2,900.00	911.50
Plant Sales			
Sales-event	20,420.22	20,500.00	-79.78
Sales-post	688.00	700.00	-12.00
Sales-pre	3,311.75	2,700.00	611.75
TOTAL Plant Sales	24,419.97	23,900.00	519.97
Vendor Booth	3,184.80	3,300.00	-115.20
TOTAL Plant Sale Income	32,534.27	31,050.00	1,484.27
Special Events-other	0.00	0.00	0.00
Bake Sale	0.00	1,000.00	-1,000.00
Compost Tea	645.00	900.00	-255.00
Trash-To-Treasure Sale	3,060.29	2,500.00	560.29
TOTAL Special Events-other	3,705.29	4,400.00	-694.71
TOTAL Special Events	36,239.56	35,450.00	789.56
TOTAL INCOME	39,688.07	39,067.00	621.07
EXPENSES			
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	318.40	750.00	431.60
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	297.16	1,000.00	702.84
TOTAL Conferences	297.16	1,000.00	702.84
Dues-OMGA	1,568.00	1,659.00	91.00
Grants&Gifts&Scholarships			
4-H Donation	70.00	80.00	10.00
Gifts - Hallmark	0.00	50.00	50.00
Officer Gifts	40.00	80.00	40.00
Scholarships	0.00	1,000.00	1,000.00

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

7/12/2016

Page 2

Category	1/1/2016 Actual	- Budget	12/31/2016 Difference
TOTAL Grants&Gifts&Scholarships	110.00	1,210.00	1,100.00
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	2,465.01	6,099.00	3,633.99
PSP Expense	0.00	0.00	0.00
Advanced Training			
Continuing Education	0.00	100.00	100.00
Newsletter			
Postage	73.51	255.00	181.49
TOTAL Newsletter	73.51	255.00	181.49
TOTAL Advanced Training	73.51	355.00	281.49
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	56.20	50.00	-6.20
Soil Testing	233.68	250.00	16.32
Website Development	0.00	207.00	207.00
TOTAL Clinic & Office	289.88	747.00	457.12
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	75.02	300.00	224.98
Compost & Biochar	142.45	50.00	-92.45
Easy Access (Container Garden)	442.84	450.00	7.16
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	348.97	400.00	51.03
Japanese	0.00	200.00	200.00
Kiosk - donor board	30.00	50.00	20.00
Maintenance	144.73	600.00	455.27
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	189.38	400.00	210.62
Raised Beds (Dahlia-Lily)	0.00	100.00	100.00
Rock Garden	229.96	800.00	570.04

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

7/12/2016

Page 3

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	9.19	500.00	490.81
Xeriscape	374.21	400.00	25.79
TOTAL Discovery Garden	2,289.18	6,170.00	3,880.82
HLC	0.00	0.00	0.00
Eastside Greenhouse Maintenance	2,290.69	4,239.00	1,948.31
Eastside Greenhouse Supplies	0.00	500.00	500.00
Garbage Dump Fee	21.00	100.00	79.00
Maintenance	571.59	600.00	28.41
Toilet Repairs & Supplies	0.00	150.00	150.00
Tree Trimming Professional	1,000.00	1,000.00	0.00
Victory Garden	1,053.02	1,071.00	17.98
Victory Garden Signage - 2014 Grant	0.00	345.00	345.00
Westside Greenhouse Maintenance	272.03	1,200.00	927.97
Westside Greenhouse Supplies	129.52	400.00	270.48
TOTAL HLC	5,337.85	9,605.00	4,267.15
Winter Program	0.00	0.00	0.00
New Class - Supplies	0.00	20.00	20.00
Speakers	300.00	400.00	100.00
TOTAL Winter Program	300.00	420.00	120.00
TOTAL PSP Expense	8,290.42	17,497.00	9,206.58
Special Events Expense			
Plant Sale Expense	0.00	0.00	0.00
Advertising	2,017.54	3,800.00	1,782.46
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	674.06	750.00	75.94
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	518.54	1,500.00	981.46
Vendor Costs	0.00	550.00	550.00
Water - Pitchford meter	284.67	900.00	615.33
TOTAL Plant Sale Expense	10,714.90	19,450.00	8,735.10
Special Events-other	0.00	0.00	0.00
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
TOTAL Special Events-other	25.49	405.00	379.51
TOTAL Special Events Expense	10,740.39	19,855.00	9,114.61
TOTAL EXPENSES	21,495.82	43,451.00	21,955.18
OVERALL TOTAL	18,192.25	-4,384.00	22,576.25