

OSU DOUGLAS COUNTY MASTER GARDENERS

Executive Meeting

September 13, 2017

9 AM

County Courthouse, Room 310

President Chris Rusch called the meeting to order at 9 am. Attending were: Chris Rusch, Anne Bacon, Nancy Fuller, Sharon Bordeaux, Patrice Sipos, Diane Circle, Julie Stanbery, Betty Ison, Judy Huntley, Jeanie Owens, Elva Sellens, and Lenore Drake

The agenda was approved as presented.

The chapter minutes were approved as posted.

Agents Report: Julie Stanbery presented the agents report for Steve Renquist. OSU found an infestation of Brown Marmorated Stink Bugs in the filbert orchard, the largest infestation found in the state. Removing and destroying all the trees was discussed; however, both the MG and DHS would prefer leaving at least two rows of trees to provide a green belt/privacy screen between the MG area and the foster home project. Julie indicated that keeping the trees would necessitate instituting a spraying program for the remaining trees and we would need to budget \$500 - \$600 per year for spraying. The proposal for keeping the two rows of trees will be presented to John Panches for approval. Tree removal for unwanted trees is scheduled for October at no cost to MG.

OMGA Representative – Nancy Fuller: The quarterly meeting will be held in Central Point this coming weekend (September 15-16). Hart Wilson will conduct a workshop on Program Development from 1-4 PM on Friday. The OMGA 3rd Quarter Board of Directors Meeting is from 10 AM to 4 PM on Saturday. Both meetings will be held at Southern Oregon Research & Extension Center, 569 Hanley Rd, Central Point, OR 97502.

Treasurer – Patrice Sipos: The current financial statement is posted online. A draft of the 2018 budget is complete and will be discussed under new business.

Vice President – Anne Bacon: Anne is looking for Continuing Education speakers for the 2017-2018 meetings. Botanist Richard Helliwell is scheduled to speak on “Rare Plants on the Umpqua” at the October chapter meeting.

President – Chris Rusch: Chris received a letter from Roger. He lost two banana trees in the recent storms; however, his beloved avocado tree weathered the storms. Chris gave a presentation to the Glide Garden Club. She handed out MG literature and invited garden club members to join MG.

Plant Clinic – Chris Rusch: There are still plant clinic openings for veterans and trainees. Most inquiries are regarding tomato blossom rot, powdery mildew, and spider mites.

Awards – Betty Ison: Betty received a letter from the state asking if any MG needed recognition for 20 or 20+ years of service. Betty responded that we have already recognized those members. This year, Douglas County Master Gardeners instituted their own program, recognizing each member with a certificate for every five years of service and a swing bar for every five years of service beginning with fifteen years. This is in addition to the swing bars presented for hours worked.

Discovery Garden – Julie Stansbery:

- Aric Fromdahl from the Department of Human Services will be attending our September meeting in the Discovery Garden. He will give an update on the foster home program. Julie asked that he be on the agenda before the Agents Report. Aric is excited to be working with the MG as the project for the foster home moves forward and Julie encouraged everyone to make him feel welcome and visit with him.
- A cable with a lock has been placed at the base of the wooden gates in the parking lot. Visitors often leave the gates open. The new signage will indicate the main entrance to the gardens. It was mentioned that the gate at the back of the rock garden is also left open. The chain closure needs to be tightened so the gate cannot be forced open. Julie will look into having the closure fixed.
- Irrigation will go to once a week beginning the week of September 18th. The last Tuesday workday will be September 26th.

Other discussion:

- Betty Ison visited with former Master Gardener Paul Sikes who is visiting from Hawaii. He was impressed with the beauty of our garden.

- On July 8th, Lenore Drake made an amazing video of the gardens and set it to music. Anne Bacon will obtain a copy and it will be shown at the banquet.
- Chris Rusch is forming a sign committee (Sharon Hopkins, Julie Stanbery, Betty Ison, and Chris Rusch) to develop the new signs to be made from the Karl Carlson Grant money (\$250).
- Julie Stanbery indicated that she would like a bike rack outside main entrance to the garden. She will check with the parks department for any guidelines.
- Chris reported that this is the last week for the Canyonville Farmers Market.

New Business:

Treasurer Patrice Sipos handed out the preliminary budget for 2018, indicating that she had not received updated budgets from everyone. The board reviewed the budget line by line, discussing the projected budgets and making recommendations as needed. Patrice will make the recommended changes to the 2018 budget and present it for discussion at the September MG chapter meeting.

The meeting was adjourned at 11:00 am.

Respectfully submitted,
Sharon J Bordeaux, Secretary

Awards Banquet:	Saturday, October 7, 5:30 p.m. Methodist Church on Harvard Avenue
Executive Board Meeting:	Wednesday, September 13, 2017, 10 a.m., Courthouse Room 310
Chapter Meeting:	Thursday, September 28, 2017, MG Discovery Garden Pavilion
Insect Committee:	1 st and 3 rd Mondays, 10 a.m. at OSU Extension
Discovery Garden Workdays:	Tuesdays, 9–12 (or as announced by email)
Westside & Eastside Greenhouses:	Tuesdays in the a.m., times as announced by email

Account Balances - As of 9/12/2017

Account	9/12/2017 Balance
Bank Accounts	
Checking-Umpqua Bank	0.00
Money Market-Reserves-Umpqua Bank	0.00
Money Market-Umpqua Bank	0.00
NWCC - Checking	1,524.55
NWCC - Member Account	100.02
NWCC - Savings	41,019.13
TOTAL Bank Accounts	42,643.70
OVERALL TOTAL	42,643.70

Cash Flow

8/10/2017 through 9/12/2017

9/12/2017

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Category	8/10/2017- 9/12/2017
INFLOWS	
Donations	
Contributions	25.00
TOTAL Donations	25.00
Interest Income - Bank	9.87
PSP Income	
Clinic & Office	
Soil Testing	40.00
TOTAL Clinic & Office	40.00
TOTAL PSP Income	40.00
Special Events	
Plant Sale Income	
Plant Sales	
Sales-post	27.75
TOTAL Plant Sales	27.75
TOTAL Plant Sale Income	27.75
Special Events-other	15.19
Compost Tea	126.00
TOTAL Special Events-other	141.19
TOTAL Special Events	168.94
TOTAL INFLOWS	243.81
OUTFLOWS	
Management & General	
Awards & Banquet	
Banquet	467.10
TOTAL Awards & Banquet	467.10
Grants&Gifts&Scholarships	
Scholarships	1,300.00
TOTAL Grants&Gifts&Scholarships	1,300.00
Hospitality	115.67
Liability Insurance	541.00
OMGA Chapter Display	5.98
Postage for Executive Board	31.79
Print Check Charges	10.30
Supplies for Executive Board	3.25
TOTAL Management & General	2,475.09
PSP Expense	
Clinic & Office	
Plant Clinic & Office Supplies	5.03
Website Development	129.39
TOTAL Clinic & Office	134.42
Discovery Garden	
Childrens	425.00
Electric - meter 23609842	55.49
Kiosk - donor board	159.14
Rock Garden	18.66
TOTAL Discovery Garden	658.29
HLC	
Annual Pumping Expense - diver...	255.00

Cash Flow

8/10/2017 through 9/12/2017

9/12/2017

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Category	8/10/2017- 9/12/2017
Garbage Dump Fee	6.00
Maintenance	235.17
Victory Garden	31.27
TOTAL HLC	527.44
TOTAL PSP Expense	1,320.15
Special Events Expense	
Plant Sale Expense	
Electrical - meter 62314693	210.73
Plants	98.12
TOTAL Plant Sale Expense	308.85
Special Events-other	384.24
TOTAL Special Events Expense	693.09
TOTAL OUTFLOWS	4,488.33
OVERALL TOTAL	-4,244.52

Current Budget - Current Year

1/1/2017 through 12/31/2017 Using Year 2017 Budget

9/12/2017

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Category	Actual	2017 Budget	Difference
INCOME	42,787.03	41,571.00	1,216.03
Donations	259.23	250.00	9.23
Contributions	202.00	0.00	202.00
Grants	57.23	250.00	-192.77
Dues-membership	2,370.00	2,400.00	-30.00
PSP Income	670.00	800.00	-130.00
Clinic & Office	670.00	800.00	-130.00
Soil Testing	670.00	800.00	-130.00
Special Events	39,230.08	37,850.00	1,380.08
Plant Sale Income	34,167.78	32,400.00	1,767.78
Plant Sales	34,167.78	32,400.00	1,767.78
Drawings	1,235.15	1,000.00	235.15
Entrance Fees	3,142.00	3,000.00	142.00
Sales-event	22,037.18	21,500.00	537.18
Sales-post	922.75	700.00	222.75
Sales-pre	3,349.70	3,200.00	149.70
Vendor Booth	3,481.00	3,000.00	481.00
Other Plant Sale Income	0.00	0.00	0.00
Special Events-other	5,062.30	5,450.00	-387.70
Bake Sale	0.00	1,500.00	-1,500.00
Compost Tea	911.00	950.00	-39.00
Misc Events	0.00	0.00	0.00
Trash-To-Treasure Sale	3,749.89	3,000.00	749.89
Other Special Events-other	401.41	0.00	401.41
Dues-membership	229.75	255.00	-25.25
Income for Newsletter	229.75	255.00	-25.25
Interest Income - Bank	27.97	16.00	11.97
EXPENSES	31,193.10	42,693.00	11,499.90
Bank Charge	61.74	0.00	-61.74
Management & General	5,979.18	7,488.00	1,508.82
Awards & Banquet	856.95	1,200.00	343.05
Awards	227.45	450.00	222.55
Banquet	629.50	750.00	120.50
Conferences	1,126.53	1,700.00	573.47
Chapter Meetings	0.00	200.00	200.00
OMGA International	382.28	250.00	-132.28
OMGA Quarterly Meeting	0.00	0.00	0.00
OMGA Travel	744.25	1,250.00	505.75
Dues-OMGA	1,638.00	1,659.00	21.00
Grants&Gifts&Scholarships	1,370.97	1,710.00	339.03
4-H Donation	0.00	80.00	80.00
Gifts - Hallmark	0.00	50.00	50.00
Officer Gifts	70.97	80.00	9.03
Scholarships	1,300.00	1,500.00	200.00
Other Grants&Gifts&Scholarships	0.00	0.00	0.00
Historian	0.00	25.00	25.00
Hospitality	262.74	200.00	-62.74
Liability Insurance	541.00	650.00	109.00
OMGA Chapter Display	86.11	100.00	13.89

Current Budget - Current Year

1/1/2017 through 12/31/2017 Using Year 2017 Budget

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Category	Actual	2017 Budget	Difference
OMGA Search for Excellence	0.00	150.00	150.00
Postage for Executive Board	47.64	30.00	-17.64
Print Check Charges	24.00	24.00	0.00
Supplies for Executive Board	25.24	40.00	14.76
PSP Expense	9,369.38	16,250.00	6,880.62
Advanced Training	86.22	805.00	718.78
Continuing Education	0.00	550.00	550.00
Newsletter	86.22	255.00	168.78
Postage	86.22	255.00	168.78
Other Advanced Training	0.00	0.00	0.00
Clinic & Office	413.89	710.00	296.11
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	34.02	50.00	15.98
Soil Testing	250.48	300.00	49.52
Website Development	129.39	120.00	-9.39
Other Clinic & Office	0.00	0.00	0.00
Community Outreach	0.00	75.00	75.00
Fair Booth	0.00	50.00	50.00
Speakers Bureau	0.00	25.00	25.00
Other Community Outreach	0.00	0.00	0.00
Discovery Garden	4,110.17	7,260.00	3,149.83
Butterfly	25.00	315.00	290.00
Childrens	425.00	425.00	0.00
Compost & Biochar	0.00	50.00	50.00
Easy Access (Container Garden)	605.57	650.00	44.43
Electric - meter 23609842	220.96	600.00	379.04
Entry	11.97	50.00	38.03
Herb	189.06	300.00	110.94
Hummingbird	0.00	125.00	125.00
Iris	0.00	50.00	50.00
Irrigation	106.84	400.00	293.16
Japanese	0.00	200.00	200.00
Kiosk - donor board	184.14	50.00	-134.14
Maintenance	672.93	900.00	227.07
Mulch	300.00	300.00	0.00
Orchard	45.98	100.00	54.02
Ornamental	78.27	100.00	21.73
Perennial Border	171.85	275.00	103.15
Raised Beds (Dahlia-Lily)	242.70	250.00	7.30
Rock Garden	18.66	520.00	501.34
Shade Garden	49.44	50.00	0.56
Signage	86.91	500.00	413.09
Sun Garden	0.00	150.00	150.00
Water - River Forks meter	599.18	500.00	-99.18
Xeriscape	75.71	400.00	324.29
HLC	4,459.10	7,030.00	2,570.90
Annual Pumping Expense - diver i...	255.00	400.00	145.00
Eastside Greenhouse Maintenance	2,113.59	2,460.00	346.41
Eastside Greenhouse Supplies	66.92	400.00	333.08

Current Budget - Current Year

1/1/2017 through 12/31/2017 Using Year 2017 Budget

9/12/2017

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Category	Actual	2017 Budget	Difference
Garbage Dump Fee	45.00	50.00	5.00
HLC Fire Extinguishers	117.00	120.00	3.00
Maintenance	1,044.75	1,200.00	155.25
Toilet Repairs & Supplies	47.78	150.00	102.22
Victory Garden	477.72	650.00	172.28
Westside Greenhouse Maintenance	344.54	1,200.00	855.46
Westside Greenhouse Supplies	-53.20	400.00	453.20
Winter Program	300.00	370.00	70.00
New Class - Supplies	0.00	20.00	20.00
Speakers	300.00	350.00	50.00
Special Events Expense	15,782.80	18,955.00	3,172.20
Plant Sale Expense	15,044.40	18,600.00	3,555.60
Advertising	1,989.03	2,400.00	410.97
Contributions - Plant Sale Volunte...	11.06	350.00	338.94
Electrical - meter 62314693	4,053.07	3,600.00	-453.07
Exhibit Fees	2,856.00	3,000.00	144.00
Next Year Seed	291.20	750.00	458.80
Next Year Supplies - McConkey	0.00	2,800.00	2,800.00
Plants	700.12	1,200.00	499.88
Propane	2,398.07	1,500.00	-898.07
Supplies	1,926.73	1,500.00	-426.73
Vendor Costs	0.00	550.00	550.00
Water - Pitchford meter	819.12	950.00	130.88
Special Events-other	738.40	355.00	-383.40
Bake Sale	13.05	75.00	61.95
Compost Tea	128.65	150.00	21.35
Taste-Off	0.00	30.00	30.00
Trash-To-Treasure Sale	102.46	100.00	-2.46
Other Special Events-other	494.24	0.00	-494.24
Uncategorized	0.00	0.00	0.00
Void	0.00	0.00	0.00
Net Difference:	11,593.93	-1,122.00	12,715.93