

## OSU DOUGLAS COUNTY MASTER GARDENERS

Executive Meeting

November 8, 2017

County Courthouse, Room 310

President Chris Rusch called the meeting to order at 10:06 am. Attending were Chris Rusch, Sharon Bordeaux, Diana Circle, Nancy Fuller, Patrice Sipos, Anne Bacon, Judy Huntley, Bruce Gravens, Betty Ison, Julie Stanbery, Ruth Stafford, Bonnie Courter, Janet Parkerson, Ann Severson, and Elva Sellens.

The agenda was approved as presented.

The chapter minutes are available for review on the DCMG website. If there are no additions or corrections, the minutes are approved as posted.

Reports of those attending the meeting:

Agents Report: Steve was not available to attend the meeting.

Membership – Diana Circle: After adding two incoming MG transfers to the roster, the membership will be 269. To date, 38 members have paid their 2018 dues.

OMGA Representative – Nancy Fuller: Nancy reported on the 4<sup>th</sup> Quarter OMGA meeting held November 3<sup>rd</sup> and 4<sup>th</sup> in Grants Pass.

- The Mini College name has been changed to “G-2”.
- The by-laws were changed so OMGA executive committee members elected in November will begin their term on January 1<sup>st</sup> of the following year.
- The newly elected 2018 OMGA Executive Committee Members was announced.
- Clackamas County will host an OMGA Board Retreat (formerly annual OMGA ExCom Retreat) on December 4<sup>th</sup> and 5<sup>th</sup> to discuss strategies for the upcoming year.

The complete report will appear in the monthly DCMG newsletter.

Nancy reported she is looking at potential sites for the 2<sup>nd</sup> Quarter, 2018 OMGA meeting DCMG is hosting. She is looking into possible activities for attendees, including a tour of our Discovery Garden.

Treasurer – Patrice Sipos: Patrice noted the financial statement reflects 2 months activity (The current financial is posted online). Patrice presented options for accounting for the pathways expense – depreciated over time or fully expensed in 2017. After discussion, a motion was made by Diana Circle for the cost of the pathways to be fully expensed in 2017. The motion was seconded by Judy Huntley. Judy stated the motion should include expensing the pathways to DC Maintenance. The motion was passed as amended.

Vice President – Anne Bacon: Carol reported that Carol Bolt would present the November Continuing Education program on Soil Testing. Other possible programs are on viticulture and beekeeping. Another suggestion was a program on growing olive trees, which is becoming popular in our area. The November meeting will be held at the First United Methodist Church on Harvard Avenue.

President – Chris Rusch: Work on the remodel at the OSU Extension offices is progressing and we should be able to hold our January executive meeting in the remodeled facility.

Plant Clinic – Chris Rusch: Beginning December 1<sup>st</sup>, the clinic will be open one day each week. There are still spaces available for trainees and veterans to sign up.

Greenhouse East – Bruce Gravens: Bruce reported that all projects have been completed and Thursday, November 9<sup>th</sup> will be the last workday for 2017.

Awards – Betty Ison: Nothing to report.

Discovery Garden – Julie Stansbery:

- They are still working on the new signs for the gardens.
- The removal of the wood from the Filbert trees is complete. The removal of the remaining 7 trees scheduled for removal will happen sometime in the near future.
- Steve Renquist will provide the funds for the remodel of the yellow shed. The DCMG will pay for the electrical connections.

- Work has stalled on the project, as a signed copy of the new 10-year agreement with the county has not been received.
- The annual Festival of Lights team will begin hanging lights, which will include the drive and bathrooms. Julie indicated that one power source would be the pavilion so the storage door will need to remain unlocked in case they need to access the electrical breaker box.

Victory Garden – Ruth Stafford: Ruth reported the Victory Garden is closed for the winter. They are still working on the new sign for the garden.

Newsletter – Bonnie Courter: Bonnie requested that she receive articles for the newsletter by November 23<sup>rd</sup>. She also requested that officers have descriptions of their duties to her by December 15<sup>th</sup> for publication in the January newsletter given to the new 2018 Master Gardener class.

Bake Sale – Janet Parkerson: Janet reported that the publicity for the bake sale is in place. Flyers/posters are available at the Plant Clinic office to post in local businesses. Janet still needs drivers for pick-up and delivery on Friday and Saturday. Contact Janet at [shespriceless@yahoo.com](mailto:shespriceless@yahoo.com) or at 480-748-8405 to volunteer or to find out what baking supplies are available.

Trash to Treasures – Ann Severson: Ann reported Trash to Treasures would be held March 8<sup>th</sup>, 9<sup>th</sup>, and 10<sup>th</sup> with set up on the 8<sup>th</sup>. She is accepting donations. You can contact her at 541-817-4983 or at [grannieannie\\_56@yahoo.com](mailto:grannieannie_56@yahoo.com).

Other discussion:

- Concerns were voiced regarding the hole by the west greenhouse. It could pose a hazard during the festival of lights with all the nighttime traffic.
- Chis will contact other MG chapters for examples of courtesy and garden etiquette signs prior to having new signs made for the Discovery Garden.
- Julie is looking for a bike rack to place by the garden entrance. She suggested placing the new sign by the bike rack.
- There was discussion of having a doggie bag dispenser by the entry gate.
- Bruce Gravens reported that the river water system has been flushed and shut off for the winter.
- Vandalism continues to be a problem. Chris will visit with Steve for possible resolution options.
- Dave Grensky passed out while attending the year-end luncheon with the Victory Garden crew. He was transported to the hospital and had a pace maker installed. This crew not only grows vegetables, they save lives. Good Job!

The meeting adjourned.

Respectfully submitted,  
Sharon J Bordeaux, Secretary

Bake Sale:	Saturday, November 18, Sherm's Thunderbird Market, Roseburg
Executive Board Meeting:	Wednesday, November 8, 10 AM, Courthouse Room 310
Chapter Meeting:	Thursday, November 30, 9 AM. First United Methodist Church, Harvard Ave.
Plant Clinic	Monday, Wednesday, & Friday, 1 to 4 PM, OSU Extension Offices
Insect Committee:	1 <sup>st</sup> and 3 <sup>rd</sup> Mondays, 10 AM, OSU Extension Offices
Discovery Garden Workdays:	As announced by email
Westside & Eastside Greenhouses:	As announced by email

## Account Balances - As of 11/7/2017

Account	11/7/2017 Balance
<b>Bank Accounts</b>	
Checking-Umpqua Bank	0.00
Money Market-Reserves-Umpqua Bank	0.00
Money Market-Umpqua Bank	0.00
NWCC - Checking	1,544.06
NWCC - Member Account	100.04
NWCC - Savings	37,037.17
<b>TOTAL Bank Accounts</b>	<b>38,681.27</b>
<b>OVERALL TOTAL</b>	<b>38,681.27</b>

## Cash Flow

9/13/2017 through 11/7/2017

11/7/2017

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Category	9/13/2017- 11/7/2017
<b>INFLOWS</b>	
Donations	
Grants	450.00
TOTAL Donations	450.00
Interest Income - Bank	18.06
PSP Income	
Clinic & Office	
Soil Testing	80.00
TOTAL Clinic & Office	80.00
TOTAL PSP Income	80.00
Special Events	
Plant Sale Income	
Plant Sales	
Sales-post	19.00
TOTAL Plant Sales	19.00
TOTAL Plant Sale Income	19.00
Special Events-other	
Compost Tea	44.00
Misc Events	16.17
TOTAL Special Events-other	60.17
TOTAL Special Events	79.17
<b>TOTAL INFLOWS</b>	<b>627.23</b>
<b>OUTFLOWS</b>	
Management & General	
Awards & Banquet	
Banquet	108.88
TOTAL Awards & Banquet	108.88
Conferences	
OMGA Travel	173.19
TOTAL Conferences	173.19
Grants&Gifts&Scholarships	
Scholarships	200.00
TOTAL Grants&Gifts&Scholarships	200.00
Liability Insurance	541.00
TOTAL Management & General	1,023.07
PSP Expense	
Advanced Training	
Newsletter	
Postage	32.13
TOTAL Newsletter	32.13
TOTAL Advanced Training	32.13
Clinic & Office	
Plant Clinic & Office Supplies	33.14
TOTAL Clinic & Office	33.14
Discovery Garden	
Butterfly	18.88
Entry	24.98
Herb	38.75
Kiosk - donor board	5.00

## Cash Flow

9/13/2017 through 11/7/2017

11/7/2017

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Category	9/13/2017- 11/7/2017
Maintenance	229.53
Water - River Forks meter	179.07
Xeriscape	151.97
TOTAL Discovery Garden	648.18
HLC	
Eastside Greenhouse Maintenanc...	206.09
Garbage Dump Fee	27.00
Toilet Repairs & Supplies	275.00
Victory Garden	9.86
Westside Greenhouse Maintena...	628.21
TOTAL HLC	1,146.16
TOTAL PSP Expense	1,859.61
Special Events Expense	
Plant Sale Expense	
Electrical - meter 62314693	297.70
Next Year Supplies - McConkey	1,498.41
Plants	254.14
Propane	4.31
Water - Pitchford meter	193.42
TOTAL Plant Sale Expense	2,247.98
TOTAL Special Events Expense	2,247.98
Void	0.00
<b>TOTAL OUTFLOWS</b>	<b>5,130.66</b>
<b>OVERALL TOTAL</b>	<b>-4,503.43</b>

## Current Budget - Current Year

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

11/7/2017

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Category	Actual	2017 Budget	Difference
<b>INCOME</b>	<b>43,414.26</b>	<b>41,571.00</b>	<b>1,843.26</b>
Donations	<b>709.23</b>	<b>250.00</b>	<b>459.23</b>
Contributions	202.00	0.00	202.00
Grants	507.23	250.00	257.23
Dues-membership	<b>2,370.00</b>	<b>2,400.00</b>	<b>-30.00</b>
PSP Income	<b>750.00</b>	<b>800.00</b>	<b>-50.00</b>
Clinic & Office	<b>750.00</b>	<b>800.00</b>	<b>-50.00</b>
Soil Testing	750.00	800.00	-50.00
Special Events	<b>39,309.25</b>	<b>37,850.00</b>	<b>1,459.25</b>
Plant Sale Income	<b>34,186.78</b>	<b>32,400.00</b>	<b>1,786.78</b>
Plant Sales	<b>34,186.78</b>	<b>32,400.00</b>	<b>1,786.78</b>
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	941.75	700.00	241.75
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	<b>5,122.47</b>	<b>5,450.00</b>	<b>-327.53</b>
Bake Sale	0.00	1,500.00	-1,500.00
Compost Tea	955.00	950.00	5.00
Misc Events	16.17	0.00	16.17
Trash-To-Treasure Sale	3,749.89	3,000.00	749.89
Other Special Events-other	401.41	0.00	401.41
Dues-membership	<b>229.75</b>	<b>255.00</b>	<b>-25.25</b>
Income for Newsletter	229.75	255.00	-25.25
Interest Income - Bank	46.03	16.00	30.03
<b>EXPENSES</b>	<b>35,782.76</b>	<b>42,693.00</b>	<b>6,910.24</b>
Bank Charge	61.74	0.00	-61.74
Management & General	<b>6,461.25</b>	<b>7,488.00</b>	<b>1,026.75</b>
Awards & Banquet	<b>965.83</b>	<b>1,200.00</b>	<b>234.17</b>
Awards	227.45	450.00	222.55
Banquet	738.38	750.00	11.62
Conferences	<b>1,299.72</b>	<b>1,700.00</b>	<b>400.28</b>
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	917.44	1,250.00	332.56
Dues-OMGA	1,638.00	1,659.00	21.00
Grants&Gifts&Scholarships	<b>1,570.97</b>	<b>1,710.00</b>	<b>139.03</b>
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	1,500.00	1,500.00	0.00
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

11/7/2017

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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
<b>PSP Expense</b>	<b>11,228.99</b>	<b>16,250.00</b>	<b>5,021.01</b>
Advanced Training	<b>118.35</b>	<b>805.00</b>	<b>686.65</b>
Continuing Education	0.00	550.00	550.00
Newsletter	<b>118.35</b>	<b>255.00</b>	<b>136.65</b>
Postage	118.35	255.00	136.65
Other Advanced Training	0.00	0.00	0.00
Clinic & Office	<b>447.03</b>	<b>710.00</b>	<b>262.97</b>
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	67.16	50.00	-17.16
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	<b>0.00</b>	<b>75.00</b>	<b>75.00</b>
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	<b>4,758.35</b>	<b>7,260.00</b>	<b>2,501.65</b>
Butterfly	43.88	315.00	271.12
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	36.95	50.00	13.05
Herb	227.81	300.00	72.19
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	189.14	50.00	-139.14
Maintenance	902.46	900.00	-2.46
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	778.25	500.00	-278.25
Xeriscape	227.68	400.00	172.32
<b>HLC</b>	<b>5,605.26</b>	<b>7,030.00</b>	<b>1,424.74</b>
Annual Pumping Expense - diver i...	255.00	400.00	145.00
Eastside Greenhouse Maintenance	2,319.68	2,460.00	140.32
Eastside Greenhouse Supplies	66.92	400.00	333.08

## Current Budget - Current Year

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

11/7/2017

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Category	Actual	2017 Budget	Difference
Garbage Dump Fee	72.00	50.00	-22.00
HLC Fire Extinguishers	117.00	120.00	3.00
Maintenance	1,044.75	1,200.00	155.25
Toilet Repairs & Supplies	322.78	150.00	-172.78
Victory Garden	487.58	650.00	162.42
Westside Greenhouse Maintenance	972.75	1,200.00	227.25
Westside Greenhouse Supplies	-53.20	400.00	453.20
Winter Program	<b>300.00</b>	<b>370.00</b>	<b>70.00</b>
New Class - Supplies	0.00	20.00	20.00
Speakers	300.00	350.00	50.00
Special Events Expense	<b>18,030.78</b>	<b>18,955.00</b>	<b>924.22</b>
Plant Sale Expense	<b>17,292.38</b>	<b>18,600.00</b>	<b>1,307.62</b>
Advertising	1,989.03	2,400.00	410.97
Contributions - Plant Sale Volunte...	11.06	350.00	338.94
Electrical - meter 62314693	4,350.77	3,600.00	-750.77
Exhibit Fees	2,856.00	3,000.00	144.00
Next Year Seed	291.20	750.00	458.80
Next Year Supplies - McConkey	1,498.41	2,800.00	1,301.59
Plants	954.26	1,200.00	245.74
Propane	2,402.38	1,500.00	-902.38
Supplies	1,926.73	1,500.00	-426.73
Vendor Costs	0.00	550.00	550.00
Water - Pitchford meter	1,012.54	950.00	-62.54
Special Events-other	<b>738.40</b>	<b>355.00</b>	<b>-383.40</b>
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
<b>Net Difference:</b>	<b>7,631.50</b>	<b>-1,122.00</b>	<b>8,753.50</b>