

DOUGLAS COUNTY MASTER GARDENERS

Executive Board Meeting

June 13, 2018

President Chris Rusch called the meeting to order at 10:00 am. Attending were Chris Rusch, Sharon Bordeaux, Diana Circle, Nancy Fuller, Patrice Sipos, Anne Bacon, Barbara Robinson, Betty Ison, Julie Stanbery, Bonnie Courter, Kay Livermore, Toni Rudolph, Ann Severson, and Elva Sellens.

The agenda was approved as presented.

The Chapter Meeting minutes were approved as posted on the DCMG website.

John Punches introduced the new Regional Manager Willy Riggs. Willy said a few words and indicated that he will be visiting our office at least four times a year. John also announced that Colleen has accepted a position/promotion at the OSU campus in Corvallis and will be leaving at the end on June.

Reports of those attending the meeting:

Agents Report: Steve Renquist

- Steve discussed the irrigation system and the need to develop a watering schedule that will work for the Discovery Garden, Victory Garden, Eastside Greenhouse and Shelby's OSU test field.
- July 19, from 6-8 PM Leo will host a beer tasting for Master Gardener's at the Pavilion in the Discovery Garden.
- Steve will schedule a wine tasting late in September.
- One diagnostic clinic will be scheduled each month this summer.

Membership – Diana Circle:

Diana reported that membership remained the same at 248 members.

OMGA Representative – Nancy Fuller:

- The group loved our garden and enjoyed the wine tasting.
- Many ideas were exchanged during the Friday meeting.
- A few items discussed at the Saturday meeting:
 1. Standardizing pay-back hours required for new MG's
 2. Annual member paperwork can now be completed online
 3. A committee will be appointed to review the MG Sustainable Gardening manual
 4. All the regions will be asked to help plan future G-2 conferences
 5. Future badges will have the new OSU logo
 6. How to make classes more accessible – classes at night, classes online
 7. Next International Conference June 17-21, 2019 in Valley Forge, PA
 8. Gail Langellotto was congratulated on making full professor
- Nancy has applied for a \$300 grant to cover costs of hosting the OMGA meeting.
- Anne Bacon will be making 6 baskets for the G-2 Conference in July – 2 Lavender Spa Baskets, 2 wine baskets, 2 garden baskets.

Treasurer – Patrice Sipos:

Patrice passed out the financials. The new pump is a capital expenditure so is not on the Income Expense page. Income and expenses are reported separately; the net is the balance determining if a line item is over budget.

Vice President – Anne Bacon

- Sharon and Dave Hopkins are hosting the June meeting. John Punches has accepted our invitation to attend. An invitation will be extended to Colleen.
- Kay Livermore will host the July meeting.
- Barbara Horst will host the August meeting.

President – Chris Rusch:

- Chris welcomed officer nominees Toni Rudolph and Kay Livermore.

- The farewell reception for John Punches is June 22 from 4-6 PM. Please mark your calendar and plan to attend.
- The summer meetings begin at 10 AM. Bring a dish for the potluck (with ingredient card) along with your plate/silverware and a chair.

Plant Clinic – Chris Rusch

- The plant clinic continues to be very busy – ten to twelve inquires last Wednesday.
- There are opportunities to volunteer. Please sign up.

Greenhouse West – Barbara Robinson:

- The Peoria Garden sale is July 10. Plants from this sale are purchased for the next years plant sale.
- The automatic watering system is now working.
- Per Gale, burning season is over...

Victory Garden – Ruth Stafford:

In Ruth's absence, Chris reported that the Victory Garden is already donating produce to UCAN.

Discovery Garden – Julie Stanbery:

- A voltage monitor has been installed and if the power is not 100%, the pump will turn off.
- Tinker will fix the power between the pole in the park and the DC when he has time.
- Sharon has completed the design of the Etiquette Sign for the entry gate and given to Karen for completion.
- Two more signs will be made – a “No Dumping” and a usage sign for the pavilion.
- Need volunteer/volunteers to use Dave Clark's power painter to paint the yellow shed.

Nominating Committee – Julie Stanbery, Anne Bacon, Bruce Gravens and Ruth Stafford

Julie reported for the nominating committee that Rosemary Brinkley has been nominated as OMGA Representative.

The slate of nominees includes:

Persident	Nancy Fuller
Past President	Chris Rusch
Vice President	Vicki Barrett
Secretary	Sharon Bordeaux
Treasurer	Toni Rudolph
Membership	Kay Livermore
OMGA Representative	Rosemary Brinkley
OMGA Alternate Representative	Kish Doyle

Newsletter – Bonnie Courter: Articles are due June 30, 2018.

Old Business

New Business:

The meeting was adjourned at 11:20 AM.

Respectfully submitted,

Sharon J Bordeaux, Secretary

Executive Board Meeting:	Wednesday, July 11, 10 AM, OSU Extension Conference Room
DCMG Chapter Meeting & CED:	Thursday, June 28, 9 AM – OSU Extension Auditorium
Plant Clinic	Monday – Friday, 1 – 4, OSU Extension Office
Insect Committee:	1 st and 3 rd Mondays, 10 AM, OSU Extension Office
Discovery Garden Workday	Tuesdays, 9AM - Noon
Reception for John Punches	June 22, 4-6 PM
Awards Banquet	October 6, 2018

4:29 PM
06/12/18

Douglas County Master Gardeners
Account Balances
As of June 12, 2018

	Jun 12, 18	
	<u>Debit</u>	<u>Credit</u>
10000 · BANK ACCOUNTS:10103 · NWCC - MMK SAVINGS	44,592.81	
10000 · BANK ACCOUNTS:10101 · NWCC - CHECKING	2,417.67	
10000 · BANK ACCOUNTS:10102 · NWCC - MEMBER ACCOU...	1,100.34	
TOTAL	<u>48,110.82</u>	<u>0.00</u>

Douglas County Master Gardeners
Cash Flow - Profit & Loss
May 8 through June 12, 2018

	<u>May 8 - Jun 12, 18</u>
Income	
45000 · INTEREST INCOME - BANK	12.81
46400 · PSP INCOME	
46440 · Soil Testing	180.00
Total 46400 · PSP INCOME	180.00
47000 · SPECIAL EVENTS	
47100 · Plant Sale Income	
47104 · Sales - Post Event	601.50
Total 47100 · Plant Sale Income	601.50
47200 · SPECIAL EVENTS - OTHER	
47202 · Compost Tea	406.00
47203 · Tee Shirt Sales	15.00
Total 47200 · SPECIAL EVENTS - OTHER	421.00
Total 47000 · SPECIAL EVENTS	1,022.50
Total Income	1,215.31
Expense	
60000 · EXPENSES	
61000 · MANAGEMENT & GENERAL	
61400 · GRANTS GIFTS & SCHOLARSHIPS	
61406 · Officer Gifts	39.00
61408 · Scholarships	88.00
Total 61400 · GRANTS GIFTS & SCHOLARSHIPS	127.00
Total 61000 · MANAGEMENT & GENERAL	127.00
62000 · PSP EXPENSE	
62101 · Advanced Training	
62105 · Newsletter	
62105.3 · Postage	11.00
Total 62105 · Newsletter	11.00
Total 62101 · Advanced Training	11.00
62200 · CLINIC & OFFICE	
62204 · Library	109.68
Total 62200 · CLINIC & OFFICE	109.68
62400 · DISCOVERY GARDEN	
62402 · Butterfly	69.42
62406 · Electric - meter 23609842	0.61
62420 · Maintenance-Discovery Garden	18.99
62436 · Water - River Forks Meter	94.79
Total 62400 · DISCOVERY GARDEN	183.81
Total 62000 · PSP EXPENSE	304.49
63000 · HLC - EXPENSE	
63106 · Garbage Dump Fee	33.00
63107 · HLC Fire Extinguishers	60.00

Douglas County Master Gardeners
Cash Flow - Profit & Loss
May 8 through June 12, 2018

	<u>May 8 - Jun 12, 18</u>
63108 · HLC-Maintenance	477.40
Total 63000 · HLC - EXPENSE	570.40
65000 · SPECIAL EVENTS	
65100 · PLANT SALE EXPENSE	
65101 · Advertising	1,120.32
65103 · Contributions - P S Volunteers	400.00
65107 · Exhibit Fees	121.00
65110 · Plants	186.25
65114 · Supplies	328.51
65100 · PLANT SALE EXPENSE - Other	-78.30
Total 65100 · PLANT SALE EXPENSE	2,077.78
65200 · SPECIAL EVENT - OTHER	
65203 · Compost Tea	128.65
Total 65200 · SPECIAL EVENT - OTHER	128.65
Total 65000 · SPECIAL EVENTS	2,206.43
Total 60000 · EXPENSES	3,208.32
66000 · OVERHEAD EXPENSES	
66001 · Electricity - Meter 62314693	2,328.55
66005 · Water - Pitchford Meter	59.52
66007 · Capital Expenses	8,885.50
Total 66000 · OVERHEAD EXPENSES	11,273.57
67001 · Voids	0.00
Total Expense	14,481.89
Net Income	-13,266.58

Douglas County Master Gardeners
P & L Budget vs. Actual 2018
January through December 2018

	<u>Jan - Dec 18</u>	<u>Budget</u>	<u>\$ Over Bu...</u>	<u>% of Budget</u>
Income				
43400 · DONATIONS				
43410 · Contributions	95.00	0.00	95.00	100.0%
43440 · Grants	0.00	450.00	-450.00	0.0%
Total 43400 · DONATIONS	95.00	450.00	-355.00	21.1%
44800 · DUES-MEMBERSHIP				
44801 · Membership Dues	2,200.00	2,500.00	-300.00	88.0%
44820 · Newsletter - Income	192.50	255.00	-62.50	75.5%
44800 · DUES-MEMBERSHIP - Other	0.00	0.00	0.00	0.0%
Total 44800 · DUES-MEMBERSHIP	2,392.50	2,755.00	-362.50	86.8%
45000 · INTEREST INCOME - BANK	40.11	35.00	5.11	114.6%
46400 · PSP INCOME				
46440 · Soil Testing	900.00	700.00	200.00	128.6%
Total 46400 · PSP INCOME	900.00	700.00	200.00	128.6%
47000 · SPECIAL EVENTS				
47100 · Plant Sale Income				
47101 · Drawings	1,569.50	1,100.00	469.50	142.7%
47102 · Entrance Fees	3,367.00	3,000.00	367.00	112.2%
47103 · Sales - Event	26,438.63	22,000.00	4,438.63	120.2%
47104 · Sales - Post Event	601.50	750.00	-148.50	80.2%
47105 · Sales - Pre Event	2,858.50	3,250.00	-391.50	88.0%
47106 · Booth Sales - Vendors	3,145.40	3,300.00	-154.60	95.3%
Total 47100 · Plant Sale Income	37,980.53	33,400.00	4,580.53	113.7%
47200 · SPECIAL EVENTS - OTHER				
47201 · Bake Sale	0.00	1,500.00	-1,500.00	0.0%
47202 · Compost Tea	406.00	950.00	-544.00	42.7%
47204 · Trash-To-Treasure	3,631.45	3,000.00	631.45	121.0%
Total 47200 · SPECIAL EVENTS - OTHER	4,075.45	5,450.00	-1,374.55	74.8%
Total 47000 · SPECIAL EVENTS	42,055.98	38,850.00	3,205.98	108.3%
Total Income	45,483.59	42,790.00	2,693.59	106.3%
Expense				
60000 · EXPENSES				
61000 · MANAGEMENT & GENERAL				
61100 · Awards & Banquet				
61101 · Awards	0.00	350.00	-350.00	0.0%
61102 · Banquet	157.49	750.00	-592.51	21.0%
Total 61100 · Awards & Banquet	157.49	1,100.00	-942.51	14.3%
61200 · CONFERENCES				
61204 · OMAG Quarterly Meetings	0.00	250.00	-250.00	0.0%
61205 · OMGA Travel	181.00	1,250.00	-1,069.00	14.5%
Total 61200 · CONFERENCES	181.00	1,500.00	-1,319.00	12.1%
61300 · DUES - OMGA	1,526.00	1,750.00	-224.00	87.2%
61400 · GRANTS GIFTS & SCHOLARSHIPS				
61402 · 4-H Donation	0.00	80.00	-80.00	0.0%

Douglas County Master Gardeners
P & L Budget vs. Actual 2018
January through December 2018

	Jan - Dec 18	Budget	\$ Over Bu...	% of Budget
61404 · Gifts - Hallmark	0.00	50.00	-50.00	0.0%
61406 · Officer Gifts	39.00	80.00	-41.00	48.8%
61408 · Scholarships	88.00	1,000.00	-912.00	8.8%
Total 61400 · GRANTS GIFTS & SCHOLARSHIPS	127.00	1,210.00	-1,083.00	10.5%
61500 · OTHER MANAGEMENT & GENERAL				
61501 · Bank Charges	0.00	0.00	0.00	0.0%
61502 · Historian	0.00	0.00	0.00	0.0%
61503 · Hospitality	204.20	150.00	54.20	136.1%
61504 · Liability Insurance	0.00	550.00	-550.00	0.0%
61506 · OMGA Search for Excellence	0.00	150.00	-150.00	0.0%
61507 · Postage / Management & General	0.00	35.00	-35.00	0.0%
61508 · Check Print Charges	22.50	24.00	-1.50	93.8%
61509 · Supplies / Management & General	23.05	50.00	-26.95	46.1%
Total 61500 · OTHER MANAGEMENT & GENERAL	249.75	959.00	-709.25	26.0%
Total 61000 · MANAGEMENT & GENERAL	2,241.24	6,519.00	-4,277.76	34.4%
62000 · PSP EXPENSE				
62101 · Advanced Training				
62103 · Continuing Education	0.00	100.00	-100.00	0.0%
62105 · Newsletter				
62105.3 · Postage	23.00	125.00	-102.00	18.4%
Total 62105 · Newsletter	23.00	125.00	-102.00	18.4%
Total 62101 · Advanced Training	23.00	225.00	-202.00	10.2%
62200 · CLINIC & OFFICE				
62202 · Farmers Markets	0.00	40.00	-40.00	0.0%
62203 · Insects	0.00	75.00	-75.00	0.0%
62204 · Library	109.68	50.00	59.68	219.4%
62206 · Plant Clinic & Office Supplies	8.75	50.00	-41.25	17.5%
62208 · Soil Testing	336.87	250.00	86.87	134.7%
62209 · Website Development	0.00	140.00	-140.00	0.0%
Total 62200 · CLINIC & OFFICE	455.30	605.00	-149.70	75.3%
62300 · COMMUNITY OUTREACH				
62301 · Fair Booth	0.00	25.00	-25.00	0.0%
62303 · Speakers Bureau	0.00	25.00	-25.00	0.0%
Total 62300 · COMMUNITY OUTREACH	0.00	50.00	-50.00	0.0%
62400 · DISCOVERY GARDEN				
62402 · Butterfly	69.42	325.00	-255.58	21.4%
62403 · Children's	0.00	450.00	-450.00	0.0%
62404 · Compost & Biochar	0.00	100.00	-100.00	0.0%
62405 · Easy Access (Container Garden)	56.82	165.00	-108.18	34.4%
62406 · Electric - meter 23609842	108.76	600.00	-491.24	18.1%
62408 · Entry Garden	14.99	50.00	-35.01	30.0%
62410 · Herb Garden	110.35	200.00	-89.65	55.2%
62411 · Hummingbird	0.00	0.00	0.00	0.0%
62413 · Iris Garden	0.00	0.00	0.00	0.0%
62415 · Irrigation	48.28	300.00	-251.72	16.1%
62417 · Japanese Garden	0.00	100.00	-100.00	0.0%
62419 · Kiosk - Donor Board	0.00	50.00	-50.00	0.0%

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January through December 2018

	Jan - Dec 18	Budget	\$ Over Bu...	% of Budget
62420 · Maintenance-Discovery Garden	491.45	900.00	-408.55	54.6%
62422 · Mulch	178.20	400.00	-221.80	44.6%
62423 · Orchard	0.00	125.00	-125.00	0.0%
62424 · Ornamental	0.00	50.00	-50.00	0.0%
62425 · Pavilion	0.00	500.00	-500.00	0.0%
62426 · Perennial Boarder	0.00	275.00	-275.00	0.0%
62427 · Raised Beds (Dahlia-Lily)	0.00	150.00	-150.00	0.0%
62429 · Rock Garden	0.00	140.00	-140.00	0.0%
62431 · Shade Garden	0.00	50.00	-50.00	0.0%
62432 · Signage	0.00	300.00	-300.00	0.0%
62433 · Straw Bale Garden	0.00	220.00	-220.00	0.0%
62434 · Sun Garden	222.85	225.00	-2.15	99.0%
62436 · Water - River Forks Meter	419.65	700.00	-280.35	60.0%
62439 · Xeriscape	0.00	100.00	-100.00	0.0%
Total 62400 · DISCOVERY GARDEN	1,720.77	6,475.00	-4,754.23	26.6%
Total 62000 · PSP EXPENSE	2,199.07	7,355.00	-5,155.93	29.9%
63000 · HLC - EXPENSE				
63101 · Annual Pumping Expense (Diver)	0.00	400.00	-400.00	0.0%
63103 · Eastside Greenhouse Supplies	29.49	600.00	-570.51	4.9%
63106 · Garbage Dump Fee	78.00	75.00	3.00	104.0%
63107 · HLC Fire Extinguishers	60.00	60.00	0.00	100.0%
63108 · HLC-Maintenance	926.82	1,200.00	-273.18	77.2%
63109 · HLC Orchard	0.00	500.00	-500.00	0.0%
63110 · Toilet Repairs & Supplies	10.97	150.00	-139.03	7.3%
63112 · Tree Triming Professional	0.00	0.00	0.00	0.0%
63115 · Victory Garden	358.31	690.00	-331.69	51.9%
63117 · Westside Greenhouse Maintenance	0.00	1,200.00	-1,200.00	0.0%
63118 · Westside Greenhouse Supplies	130.83	400.00	-269.17	32.7%
Total 63000 · HLC - EXPENSE	1,877.69	5,275.00	-3,397.31	35.6%
64000 · WINTER PROGRAM				
64101 · New Class - Supplies	0.00	20.00	-20.00	0.0%
64103 · Speakers	500.00	300.00	200.00	166.7%
Total 64000 · WINTER PROGRAM	500.00	320.00	180.00	156.3%
65000 · SPECIAL EVENTS				
65100 · PLANT SALE EXPENSE				
65101 · Advertising	1,428.42	2,400.00	-971.58	59.5%
65103 · Contributions - P S Volunteers	255.36	350.00	-94.64	73.0%
65107 · Exhibit Fees	3,292.00	3,000.00	292.00	109.7%
65108 · Next Year's Seeds	854.66	750.00	104.66	114.0%
65109 · Nex Year's Supplies - McConkey	1,246.26	3,200.00	-1,953.74	38.9%
65110 · Plants	186.25	1,200.00	-1,013.75	15.5%
65114 · Supplies	528.82	2,100.00	-1,571.18	25.2%
65117 · Vendor Costs	0.00	550.00	-550.00	0.0%
Total 65100 · PLANT SALE EXPENSE	11,116.53	13,550.00	-2,433.47	82.0%
65200 · SPECIAL EVENT - OTHER				
65201 · Bake Sale	0.00	50.00	-50.00	0.0%
65203 · Compost Tea	128.65	160.00	-31.35	80.4%
65206 · Tast-Off	0.00	0.00	0.00	0.0%
65209 · Trash-To-Treasure	71.34	100.00	-28.66	71.3%

Douglas County Master Gardeners
P & L Budget vs. Actual 2018
January through December 2018

	<u>Jan - Dec 18</u>	<u>Budget</u>	<u>\$ Over Bu...</u>	<u>% of Budget</u>
Total 65200 · SPECIAL EVENT - OTHER	<u>199.99</u>	<u>310.00</u>	<u>-110.01</u>	<u>64.5%</u>
Total 65000 · SPECIAL EVENTS	<u>11,316.52</u>	<u>13,860.00</u>	<u>-2,543.48</u>	<u>81.6%</u>
Total 60000 · EXPENSES	<u>18,134.52</u>	<u>33,329.00</u>	<u>-15,194.48</u>	<u>54.4%</u>
66000 · OVERHEAD EXPENSES				
66001 · Electricity - Meter 62314693	<u>3,454.83</u>	<u>4,200.00</u>	<u>-745.17</u>	<u>82.3%</u>
66002 · PROPANE	<u>1,998.68</u>	<u>2,500.00</u>	<u>-501.32</u>	<u>79.9%</u>
66005 · Water - Pitchford Meter	<u>121.58</u>	<u>950.00</u>	<u>-828.42</u>	<u>12.8%</u>
Total 66000 · OVERHEAD EXPENSES	<u>15,890.59</u>	<u>7,650.00</u>	<u>8,240.59</u>	<u>207.7%</u>
Total Expense	<u>34,025.11</u>	<u>40,979.00</u>	<u>-6,953.89</u>	<u>83.0%</u>
Net Income	<u><u>11,458.48</u></u>	<u><u>1,811.00</u></u>	<u><u>9,647.48</u></u>	<u><u>632.7%</u></u>