

DOUGLAS COUNTY MASTER GARDENERS

Executive Board Meeting

July 11, 2018

President Chris Rusch called the meeting to order at 10:03 am. Attending were Chris Rusch, Sharon Bordeaux, Diana Circle, Nancy Fuller, Patrice Sipos, Anne Bacon, Betty Ison, Julie Stanbery, Bonnie Courter, Kay Livermore, Toni Rudolph, Judy Huntley, Vicki Barrett, and Elva Sellens.

The agenda was approved as presented.

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

Reports of those attending the meeting:

Agents Report: Steve Renquist

- Steve and Willy Riggs discussed MG's using the pavilion for gatherings where alcohol is served. Mr. Riggs stated that the lease between the county and OSU makes OSU responsible for events in the pavilion and their position is no alcohol unless obtained from licensed distributors and served by licensed vendors. Previously planned summer events are on hold.
- The next diagnostic clinic will be held July 18 from 10-12 at the home of Toni Follett on Fischer Road.

Membership – Diana Circle:

Diana reported that **paid membership** remains at 247. *The June chapter meeting minutes stated 248 members. The total included a returning member who has not returned the required paperwork and fee.*

OMGA Representative – Nancy Fuller:

The OMGA G-2 Conference begins this week. The baskets are ready for the auction. Sue Nesbitt sent a thank you note to the chapter for sponsoring the quarterly OMGA Leadership and Board of Directors Meeting.

Treasurer – Patrice Sipos:

Patrice passed out the financials. An audit of the books will begin this week.

Vice President – Anne Bacon

- There are 11 gift baskets to take to the G-2 Conference for the auction.
- The next chapter meeting will be hosted by Kay Livermore.

President – Chris Rusch:

- There are Jr. Master Gardener books available in the Plant Clinic for \$15.00 each.
- We received a \$300 check from OMGA to cover expenses for the 2nd quarter leadership and board meeting.
- Chris has been asked to be the Master of Ceremonies at the G-2 Conference.

Plant Clinic – Chris Rusch

- Need veterans to work in the plant clinic.

East & West Greenhouses

- Betty Ison reported that representatives from both greenhouses went to the annual Peoria Gardens plant sale and returned with a selection of plants for next year's plant sale.

Victory Garden – Ruth Stafford:

- Garlic, Onions and Peas have been pulled and donated to UCAN
- Green beans and yellow wax beans have been planted
- Many MG's have been volunteering in the Victory Garden
- 488# of food has been donated to UCAN

Discovery Garden – Julie Stanbery:

- We are still trying to resolve an electrical problem with the watering system
- The lights in the green shed are not working and an electrician has been called
- We are ordering more mulch

- Construction on “Punches Place” is moving along
- Julie will contact Karen regarding the etiquette sign
- Betty Bean and Sharon Hopkins feel being more public might cut down on vandalism in the garden. Sharon is going to write a letter to the editor and Betty is going to post on Facebook

Newsletter – Bonnie Courter: Articles are due July 28, 2018.

Awards Banquet – Judy Huntley: The sign-up sheet will be at the July chapter meeting and then in the Plant Clinic. The banquet will have a Hawaiian theme this year.

New Business:

Jen Bailey brought it to the chapter’s attention that as a non-profit we cannot resell anything purchased for our use. Judy Huntley made a motion to allocate an additional \$50 for the purchase of Quick Books and Anne Bacon seconded the motion. The motion passed unanimously.

The meeting was adjourned at 11:08 AM.

Respectfully submitted,

Sharon J Bordeaux, Secretary

Executive Board Meeting:	Wednesday, August 8, 10 AM, OSU Extension Conference Room
DCMG Chapter Meeting & Potluck:	Thursday, July 26, 10 AM – Kay Livermore, Glide
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
Awards Banquet	October 6, 2018

5:52 PM
07/09/18

Douglas County Master Gardeners
Account Balances
As of July 10, 2018

	Jul 10, 18	
	<u>Debit</u>	<u>Credit</u>
10000 · BANK ACCOUNTS:10103 · NWCC - MMK SAVINGS	42,603.45	
10000 · BANK ACCOUNTS:10101 · NWCC - CHECKING	2,408.27	
10000 · BANK ACCOUNTS:10102 · NWCC - MEMBER ACCOU...	1,100.43	
TOTAL	<u>46,112.15</u>	<u>0.00</u>

Douglas County Master Gardeners
Cash Flow - Profit & Loss
June 14 through July 10, 2018

	<u>Jun 14 - Jul 10, 18</u>
Income	
43400 · DONATIONS	
43410 · Contributions	20.00
Total 43400 · DONATIONS	20.00
45000 · INTEREST INCOME - BANK	10.73
46400 · PSP INCOME	
46440 · Soil Testing	20.00
Total 46400 · PSP INCOME	20.00
47000 · SPECIAL EVENTS	
47100 · Plant Sale Income	
47104 · Sales - Post Event	296.25
Total 47100 · Plant Sale Income	296.25
47200 · SPECIAL EVENTS - OTHER	
47202 · Compost Tea	98.00
Total 47200 · SPECIAL EVENTS - OTHER	98.00
Total 47000 · SPECIAL EVENTS	394.25
Total Income	444.98
Expense	
60000 · EXPENSES	
61000 · MANAGEMENT & GENERAL	
61100 · Awards & Banquet	
61102 · Banquet	314.36
Total 61100 · Awards & Banquet	314.36
Total 61000 · MANAGEMENT & GENERAL	314.36
62000 · PSP EXPENSE	
62400 · DISCOVERY GARDEN	
62402 · Butterfly	35.00
62405 · Easy Access (Container Garden)	18.50
62415 · Irrigation	68.71
62417 · Japanese Garden	34.24
62436 · Water - River Forks Meter	323.40
Total 62400 · DISCOVERY GARDEN	479.85
Total 62000 · PSP EXPENSE	479.85
63000 · HLC - EXPENSE	
63108 · HLC-Maintenance	68.90
63110 · Toilet Repairs & Supplies	15.99
Total 63000 · HLC - EXPENSE	84.89
65000 · SPECIAL EVENTS	
65100 · PLANT SALE EXPENSE	
65101 · Advertising	648.37
65107 · Exhibit Fees	60.98
65110 · Plants	109.98

Douglas County Master Gardeners
Cash Flow - Profit & Loss
June 14 through July 10, 2018

	<u>Jun 14 - Jul 10, 18</u>
65114 · Supplies	0.00
Total 65100 · PLANT SALE EXPENSE	<u>819.33</u>
Total 65000 · SPECIAL EVENTS	<u>819.33</u>
Total 60000 · EXPENSES	1,698.43
66000 · OVERHEAD EXPENSES	
66002 · PROPANE	
66003 · Eastside Greenhouse - Propane	
66003.1 · ES Ghouse Propane Tank #1 27516	85.03
66003.2 · ES Ghouse Propane Tank #2 49518	<u>129.39</u>
Total 66003 · Eastside Greenhouse - Propane	214.42
66004 · Westside Greenhouse - Propane	
66004.1 · WS Ghouse Propane Tank #3	<u>106.45</u>
Total 66004 · Westside Greenhouse - Propane	<u>106.45</u>
Total 66002 · PROPANE	320.87
66005 · Water - Pitchford Meter	<u>71.96</u>
Total 66000 · OVERHEAD EXPENSES	<u>392.83</u>
Total Expense	<u>2,091.26</u>
Net Income	<u><u>-1,646.28</u></u>

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	115.00	0.00	115.00	100.0%
43440 · Grants	0.00	450.00	-450.00	0.0%
Total 43400 · DONATIONS	115.00	450.00	-335.00	25.6%
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	50.84	35.00	15.84	145.3%
46400 · PSP INCOME				
46440 · Soil Testing	920.00	700.00	220.00	131.4%
Total 46400 · PSP INCOME	920.00	700.00	220.00	131.4%
47000 · SPECIAL EVENTS				
47100 · Plant Sale Income				
47101 · Drawings	1,319.50	1,100.00	219.50	120.0%
47102 · Entrance Fees	3,117.00	3,000.00	117.00	103.9%
47103 · Sales - Event	23,613.87	22,000.00	1,613.87	107.3%
47104 · Sales - Post Event	897.75	750.00	147.75	119.7%
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	34,952.02	33,400.00	1,552.02	104.6%
47200 · SPECIAL EVENTS - OTHER				
47201 · Bake Sale	0.00	1,500.00	-1,500.00	0.0%
47202 · Compost Tea	504.00	950.00	-446.00	53.1%
47204 · Trash-To-Treasure	3,631.45	3,000.00	631.45	121.0%
Total 47200 · SPECIAL EVENTS - OTHER	4,173.45	5,450.00	-1,276.55	76.6%
Total 47000 · SPECIAL EVENTS	39,125.47	38,850.00	275.47	100.7%
Total Income	42,603.81	42,790.00	-186.19	99.6%
Expense				
60000 · EXPENSES				
61000 · MANAGEMENT & GENERAL				
61100 · Awards & Banquet				
61101 · Awards	0.00	350.00	-350.00	0.0%
61102 · Banquet	471.85	750.00	-278.15	62.9%
Total 61100 · Awards & Banquet	471.85	1,100.00	-628.15	42.9%
61200 · CONFERENCES				
61204 · OMAG Quarterly Meetings	147.42	250.00	-102.58	59.0%
61205 · OMGA Travel	181.00	1,250.00	-1,069.00	14.5%
Total 61200 · CONFERENCES	328.42	1,500.00	-1,171.58	21.9%
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	2,703.02	6,519.00	-3,815.98	41.5%
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	104.42	325.00	-220.58	32.1%
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)	75.32	165.00	-89.68	45.6%
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	116.99	300.00	-183.01	39.0%
62417 · Japanese Garden	34.24	100.00	-65.76	34.2%
62419 · Kiosk - Donor Board	0.00	50.00	-50.00	0.0%

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	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)	154.37	150.00	4.37	102.9%
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	743.05	700.00	43.05	106.2%
62439 · Xeriscape	0.00	100.00	-100.00	0.0%
Total 62400 · DISCOVERY GARDEN	2,354.99	6,475.00	-4,120.01	36.4%
Total 62000 · PSP EXPENSE	2,833.29	7,355.00	-4,521.71	38.5%
63000 · HLC - EXPENSE				
63101 · Annual Pumping Expense (Diver)	0.00	400.00	-400.00	0.0%
63103 · Eastside Greenhouse Supplies	312.76	600.00	-287.24	52.1%
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	995.72	1,200.00	-204.28	83.0%
63109 · HLC Orchard	0.00	500.00	-500.00	0.0%
63110 · Toilet Repairs & Supplies	26.96	150.00	-123.04	18.0%
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	1,962.58	5,275.00	-3,312.42	37.2%
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	2,076.79	2,400.00	-323.21	86.5%
65103 · Contributions - P S Volunteers	255.36	350.00	-94.64	73.0%
65107 · Exhibit Fees	3,352.98	3,000.00	352.98	111.8%
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	296.23	1,200.00	-903.77	24.7%
65114 · Supplies	579.42	2,100.00	-1,520.58	27.6%
65117 · Vendor Costs	0.00	550.00	-550.00	0.0%
Total 65100 · PLANT SALE EXPENSE	8,661.70	13,550.00	-4,888.30	63.9%
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>8,861.69</u>	<u>13,860.00</u>	<u>-4,998.31</u>	<u>63.9%</u>
Total 60000 · EXPENSES	<u>16,860.58</u>	<u>33,329.00</u>	<u>-16,468.42</u>	<u>50.6%</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>2,319.55</u>	<u>2,500.00</u>	<u>-180.45</u>	<u>92.8%</u>
66005 · Water - Pitchford Meter	<u>193.54</u>	<u>950.00</u>	<u>-756.46</u>	<u>20.4%</u>
Total 66000 · OVERHEAD EXPENSES	<u>16,283.42</u>	<u>7,650.00</u>	<u>8,633.42</u>	<u>212.9%</u>
Total Expense	<u>33,144.00</u>	<u>40,979.00</u>	<u>-7,835.00</u>	<u>80.9%</u>
Net Income	<u><u>9,459.81</u></u>	<u><u>1,811.00</u></u>	<u><u>7,648.81</u></u>	<u><u>522.4%</u></u>