DOUGLAS COUNTY MASTER GARDENERS

Executive Board Meeting September 12, 2018

President Nancy Fuller called the meeting to order at 10:00 am. Executive Board Members President Nancy Fuller, Vice President Vicki Barrett, Secretary Sharon Bordeaux, Treasurer Toni Rudolph, and Membership Kay Livermore attended along with eight chairpersons and members.

The agenda was approved as presented.

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

Reports of those attending the meeting:

Agents Report - Steve Renguist:

- The 2019 class is full with 32 new students. There are two people on the waiting list.
- Steve plans to develop a list of individuals who can teach MG classes beginning in 2020. He will use resources available through OSU and visit with other MG chapters to locate possible teachers. He would like to have the information in place by June 2019. He will work with Mary in the Extension Office.
- Steve has approximately \$20,000 available to use for the MG program.

Membership – Kay Livermore:

Membership remains at 248. Steve Renquist approved a new mailer for the DCMG Annual Membership Dues and the Annual OSU Volunteer Forms. Mary Hoffman, OSU Extension Secretary/Bookkeeper, will mail each DCMG a membership renewal form and the OSU Volunteer Forms along with a return envelope. This mailing is planned for late November or early December. The renewal form and dues will be placed in the Plant Clinic locked drawer and Mary will process the OSU Volunteer Forms. The Extension Service will pay for the cost of this mailer.

OMGA Representative – Rosemary Brinkley: (Nancy reported for Rosemary)

The third Quarter OMGA Board and Leadership meetings will be held in Corvallis on September 14 and 15, 2018. The Tillamook chapter has proposed that no dues be assessed members over 80 years of age with 10 years of service.

Treasurer - Toni Rudolph:

- The financials were available for review
- The liability insurance is based on the number of members. The current assessment is for 25 more members than are currently listed. After discussion, Nancy suggested we make no changes in the liability insurance calculation until the 2019 membership is known (renewing members plus new class).
- Only 50% of the garden heads have responded with their budgets for 2019. A deadline will be set for responses. Those not responding will have no budget for 2019. An email will be sent with the deadline and consequences of not responding in a timely manner.

Vice President - Vicki Barrett

The September meeting/potluck will be held in the Discovery Garden Pavilion on September 27, 2018 at 10 AM. Willy Riggs, the new area manager, has accepted our invitation to attend the meeting.

Plant Clinic – Chris Rusch: (Nancy reported for Chris)

- We had over 120 visitors to the Plant Clinic in August.
- Our September and October calendar has some openings. If anyone wants to work, come by the clinic and sign up.
- We are still open 5 days per week this month, but come October we will be reduced to 3 days per week.
- We are lucky to have a great training team with Leo Grass, Bonnie Courter, Karolyn Riecks, Larry Sutton, and Chris Rusch. Chris gave a BIG thank you to all of you who regularly work at the Plant Clinic!
- Both veterans and trainees are needed in the plant clinic. Please volunteer if you can.

Greenhouse East - Bruce Gravens/Ann Severson

- Busy cleaning plants with a small crew
- Bruce and Ivor are replacing rotten pallets and constructing a protective cover for the existing succulents and the additional plants we are obtaining for the next plant sale

 The Hypertufa pots we made several months ago will be planted with succulents and sold at the 2019 plant sale

Victory Garden - Ruth Stafford

- On September 11, we picked over 808 pounds of vegetables. This is a record number, exceeding the existing record number by 108 pounds. Thanks to the group, including four new "pickers" that helped with the harvest.
- Pounds picked YTD is 4131; 2018 total YTD was 3300.
- 632 pound of vegetables have been donated from the Easy Access garden and individuals YTD.
- A meeting was held to discuss what is working and improvements that can be made for the 2019 season.

Discovery Garden – Julie Stanbery

- Tuesday Workday The established workdays will end September 25.
- Signage Need six more signs and will budget \$300 for next year.
- Karl Carlson award These funds will be used to purchase a bike rack for outside the entry gate.
- Scrap Metal The scrap metal will be taken to the recycle center next week.
- Electric Pole We need to put in a new pole for our power and meters. A pole has been donated and Bean Electric will move our service and install the meters. We are waiting for a permit from the power company.
- The large equipment (tractors and accessories) have been relocated to "Punches Palace." There is a ramp to the elevated doc and hooks for ladders. The gutters will be installed on Tuesday, September 18.
- Betty Ison indicated she would like a 6/8 foot ladder added to our collection, as the current ladders are too tall for her garden.

Newsletter/Winter Program – Bonnie Courter (Nancy reported for Bonnie)

- Articles for the newsletter are due September 29, 2018
- The 2019 class if full and there is a waiting list

Awards Banquet – Judy Huntley: (Toni Rudolph reported for Judy)
Plans for the October 6, 2018 Awards Banquet is on schedule.

Trash to Treasures - Ann Severson

Ann is already receiving donations for Trash to Treasures. Her trailer is half-full of many great donations. Contact her at 541-817-4983 or at *grannieannie 56@yahoo.com* if you need help moving your donations.

Old Business:

Nancy and Toni will move forward with setting up accounts with Amazon Smile and Fred Meyer Rewards so members can designate funds to non-profits (.05% of each purchase is donated to the designated non-profit). Once the accounts are activated, MG members can go on line to set up a designation to the MG account at Amazon Smile and Fred Meyer Rewards.

Karen Glatz submitted plans for the new DG Etiquette Sign to Nancy and the sign committee. A meeting will be held by the committee to review and approve the new sign. Karen indicated that this is the last sign she will do for the DG. Nancy has contacted a potential replacement for Karen's position. The potential replacement is an artist and her husband does graphic design with access to people who make signs. Nancy is waiting for a response.

New Business:

Nancy/Toni will be sending out an email with the deadline for budgets to be submitted to the treasurer. Those not responding by the deadline will not have a budget for 2019.

The meeting was adjourned at 11:20 AM.

Respectfully submitted,

Sharon J Bordeaux, Secretary

Executive Board Meeting: Wednesday, October 10, 2018-10AM, OSU Extension Conference Room

DCMG Chapter Meeting & Potluck:
Plant Clinic
Insect Committee:

Thursday, September 27, Discovery Garden Pavilion
Monday – Friday, 1 – 4, OSU Extension Office

1st and 3rd Mondays, 10 AM, OSU Extension Office

Discovery Garden Workday Tuesdays, 9AM – Noon, last Tuesday is September 25, 2018

Awards Banquet October 6, 2018

Douglas County Master Gardeners Account Balances As of September 11, 2018

	Sep 11, 18	
	Debit	Credit
10000 · BANK ACCOUNTS:10103 · NWCC - MMK SAVINGS	39,613.14	
10000 · BANK ACCOUNTS:10101 · NWCC - CHECKING 10000 · BANK ACCOUNTS:10102 · NWCC - MEMBER ACCO	2,376.33 1,100.52	
TOTAL	43,089.99	0.00

Douglas County Master Gardeners Cash Flow - Profit & Loss

August 8 through September 11, 2018

	Aug 8 - Sep 11, 18
Income 43400 · DONATIONS 43440 · Grants 43400 · DONATIONS - Other	250.00 50.00
Total 43400 · DONATIONS	300.00
46400 · PSP INCOME 46440 · Soil Testing	340.00
Total 46400 · PSP INCOME	340.00
47000 · SPECIAL EVENTS 47200 · SPECIAL EVENTS - OTHER 47202 · Compost Tea	154.00
Total 47200 · SPECIAL EVENTS - OTHER	154.00
Total 47000 · SPECIAL EVENTS	154.00
Total Income	794.00
Gross Profit	794.00
Expense 60000 · EXPENSES 61000 · MANAGEMENT & GENERAL 61100 · Awards & Banquet 61102 · Banquet	181.75
Total 61100 · Awards & Banquet	181.75
61200 · CONFERENCES 61204 · OMAG Quarterly Meetings 61205 · OMGA Travel	494.93 181.00
Total 61200 · CONFERENCES	675.93

Douglas County Master Gardeners Cash Flow - Profit & Loss

August 8 through September 11, 2018

	Aug 8 - Sep 11, 18
61400 · GRANTS GIFTS & SCHOLARSHIPS	00.00
61406 · Officer Gifts 61408 · Scholarships	26.39 200.00
Total 61400 · GRANTS GIFTS & SCHOLARSHIPS	226.39
Total 61000 · MANAGEMENT & GENERAL	1,084.07
62000 · PSP EXPENSE 62400 · DISCOVERY GARDEN 62402 · Butterfly 62415 · Irrigation 62420 · Maintenance-Discovery Garden 62431 · Shade Garden 62436 · Water - River Forks Meter	131.80 100.00 2.85 9.99 281.54
Total 62400 · DISCOVERY GARDEN	526.18
Total 62000 · PSP EXPENSE	526.18
63000 · HLC - EXPENSE 63101 · Annual Pumping Expense (Diver) 63103 · Eastside Greenhouse Supplies 63106 · Garbage Dump Fee 63108 · HLC-Maintenance 63118 · Westside Greenhouse Supplies	200.00 25.69 17.00 64.46 513.41
Total 63000 · HLC - EXPENSE	820.56
65000 · SPECIAL EVENTS 65100 · PLANT SALE EXPENSE 65110 · Plants 65116 · Supplies	464.38 216.12
Total 65100 · PLANT SALE EXPENSE	680.50
Total 65000 · SPECIAL EVENTS	680.50
Total 60000 · EXPENSES	3,111.31

7:01 PM 09/11/18 Cash Basis

Douglas County Master Gardeners Cash Flow - Profit & Loss

August 8 through September 11, 2018

	Aug 8 - Sep 11, 18
Total Expense	3,111.31
Net Income	-2,317.31

<u>·</u>	Jan - Dec	Budget	\$ Over Bu	% of Bud
Income				
43400 · DONATIONS				
43410 · Contributions	135.00	0.00	135.00	100.0%
43440 · Grants	250.00	450.00	-200.00	55.6%
Total 43400 · DONATIONS	435.00	450.00	-15.00	96.7%
44800 · DUES-MEMBERSHIP				
44801 · Membership Dues	2,210.00	2,500.00	-290.00	88.4%
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	2,402.50	2,755.00	-352.50	87.2%
45000 · INTEREST INCOME - BANK 46400 · PSP INCOME	60.62	35.00	25.62	173.2%
46440 · Soil Testing	1,350.00	700.00	650.00	192.9%
Total 46400 · PSP INCOME	1,350.00	700.00	650.00	192.9%
47000 · SPECIAL EVENTS 47100 · Plant Sale Income				
47100 · Flant Sale income 47101 · Drawings	1,319.50	1,100.00	219.50	120.0%
47101 · Brawings 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	970.75	750.00	220.75	129.4%
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	35,025.02	33,400.00	1,625.02	104.9%
47200 · SPECIAL EVENTS - OTHER 47201 · Bake Sale	0.00	1,500.00	-1,500.00	0.0%

	Jan - Dec	Budget	\$ Over Bu	% of Bud
47202 · Compost Tea 47204 · Trash-To-Treasure	798.00 3,631.45	950.00 3,000.00	-152.00 631.45	84.0% 121.0%
Total 47200 · SPECIAL EVENTS - OTHER	4,467.45	5,450.00	-982.55	82.0%
Total 47000 · SPECIAL EVENTS	39,492.47	38,850.00	642.47	101.7%
Total Income	43,740.59	42,790.00	950.59	102.2%
Gross Profit	43,740.59	42,790.00	950.59	102.2%
Expense 60000 · EXPENSES 61000 · MANAGEMENT & GENERAL 61100 · Awards & Banquet 61101 · Awards 61102 · Banquet	0.00 653.60	350.00 750.00	-350.00 -96.40	0.0% 87.1%
Total 61100 · Awards & Banquet	653.60	1,100.00	-446.40	59.4%
61200 · CONFERENCES 61204 · OMAG Quarterly Meetings 61205 · OMGA Travel	442.35 181.00	250.00 1,250.00	192.35 -1,069.00	176.9% 14.5%
Total 61200 · CONFERENCES	623.35	1,500.00	-876.65	41.6%
61300 · DUES - OMGA 61400 · GRANTS GIFTS & SCHOLARS	1,526.00	1,750.00	-224.00	87.2%
61402 · 4-H Donation	0.00	80.00	-80.00	0.0%
61404 · Gifts - Hallmark	41.98	50.00	-8.02	84.0%
61406 · Officer Gifts	65.39	80.00	-14.61	81.7%
61408 · Scholarships	688.00	1,000.00	-312.00	68.8%
Total 61400 · GRANTS GIFTS & SCHO	795.37	1,210.00	-414.63	65.7%

	Jan - Dec	Budget	\$ Over Bu	% of Bud
61500 · OTHER MANAGEMENT & GE				
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 & G	40.00	35.00	5.00	114.3%
61508 · Check Print Charges	47.21	24.00	23.21	196.7%
61509 · Supplies / Management & G	23.05	50.00	-26.95	46.1%
Total 61500 · OTHER MANAGEMENT	314.46	959.00	-644.54	32.8%
Total 61000 · MANAGEMENT & GENER	3,912.78	6,519.00	-2,606.22	60.0%
62000 · PSP EXPENSE				
62101 · Advanced Training 62103 · Continuing Education 62105 · Newsletter	0.00	100.00	-100.00	0.0%
62105.3 · Postage	34.00	125.00	-91.00	27.2%
Total 62105 · Newsletter	34.00	125.00	-91.00	27.2%
Total 62101 · Advanced Training	34.00	225.00	-191.00	15.1%
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	481.75	50.00	431.75	963.5%
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	928.30	605.00	323.30	153.4%
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%

	Jan - Dec	Budget	\$ Over Bu	% of Bud
62400 · DISCOVERY GARDEN				
62402 · Butterfly	236.22	325.00	-88.78	72.7%
62403 · Childern's	0.00	450.00	-450.00	0.0%
62404 · Compost & Biochar	0.00	100.00	-100.00	0.0%
62405 · Easy Access (Container Gar	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	216.99	300.00	-83.01	72.3%
62417 · Japanese Garden	34.24	100.00	-65.76	34.2%
62419 · Kiosk - Donor Board	0.00	50.00	-50.00	0.0%
62420 · Maintenance-Discovery Gar	514.29	900.00	-385.71	57.1%
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	9.99	50.00	-40.01	20.0%
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	1,024.59	700.00	324.59	146.4%
62439 · Xeriscape	0.00	100.00	-100.00	0.0%
Total 62400 · DISCOVERY GARDEN	2,901.16	6,475.00	-3,573.84	44.8%
Total 62000 · PSP EXPENSE	3,863.46	7,355.00	-3,491.54	52.5%

	Jan - Dec	Budget	\$ Over Bu	% of Bud
63000 · HLC - EXPENSE				
63101 · Annual Pumping Expense (Di	200.00	400.00	-200.00	50.0%
63103 · Eastside Greenhouse Supplies	338.45	600.00	-261.55	56.4%
63106 · Garbage Dump Fee	95.00	75.00	20.00	126.7%
63107 · HLC Fire Extinguishers	60.00	60.00	0.00	100.0%
63108 · HLC-Maintenance	1,184.11	1,200.00	-15.89	98.7%
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	403.34	690.00	-286.66	58.5%
63117 · Westside Greenhouse Mainte	0.00	1,200.00	-1,200.00	0.0%
63118 · Westside Greenhouse Supplies	644.24	400.00	244.24	161.1%
Total 63000 · HLC - EXPENSE	2,952.10	5,275.00	-2,322.90	56.0%
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	2,118.80	2,400.00	-281.20	88.3%
65103 · Contributions - P S Volunte	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 - McCo	1,246.26	3,200.00	-1,953.74	38.9%
65110 · Plants	967.59	1,200.00	-232.41	80.6%
65111 · PROPANE TANKS	0.00	0.00	0.00	0.00/
65113 · Eastside Greenhouse - Pr	0.00	0.00	0.00	0.0%
65113.1 · ES Ghouse Propane Tan	950.94	0.00	950.94	100.0%
65113.2 · ES Ghouse Propane Tan	765.80	0.00	765.80	100.0%
65114 · Westside Greenhouse - P	0.00 602.81	0.00 0.00	0.00 602.81	0.0% 100.0%
65114.1 · WS Ghouse Propane Ta	002.01	0.00	002.0 I	100.070

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

January through December 2018

	Jan - Dec	Budget	\$ Over Bu	% of Bud
65114.2 · WS Ghouse Propane Ta 65111 · PROPANE TANKS - Other	0.00	0.00 2,500.00	0.00 -2,500.00	0.0%
Total 65111 · PROPANE TANKS	2,319.55	2,500.00	-180.45	92.8%
65116 · Supplies 65118 · Vendor Costs	795.54 0.00	2,100.00 550.00	-1,304.46 -550.00	37.9% 0.0%
Total 65100 · PLANT SALE EXPENSE	11,910.74	16,050.00	-4,139.26	74.2%
65200 · SPECIAL EVENT - OTHER 65201 · Bake Sale 65203 · Compost Tea 65206 · Tast-Off 65209 · Trash-To-Treasure	0.00 128.65 0.00 71.34	50.00 160.00 0.00 100.00	-50.00 -31.35 0.00 -28.66	0.0% 80.4% 0.0% 71.3%
Total 65200 · SPECIAL EVENT - OTHER	199.99	310.00	-110.01	64.5%
Total 65000 · SPECIAL EVENTS	12,110.73	16,360.00	-4,249.27	74.0%
Total 60000 · EXPENSES	23,339.07	35,829.00	-12,489.93	65.1%
66000 · GENERAL EXPENSES 66001 · Electricity - Meter 62314693 66005 · Water - Pitchford Meter	3,454.83 193.54	4,200.00 950.00	-745.17 -756.46	82.3% 20.4%
Total 66000 · GENERAL EXPENSES	3,648.37	5,150.00	-1,501.63	70.8%
67000 · CAPITAL EXPENSE	10,315.50	0.00	10,315.50	100.0%
Total Expense	37,302.94	40,979.00	-3,676.06	91.0%
Net Income	6,437.65	1,811.00	4,626.65	355.5%