

DOUGLAS COUNTY MASTER GARDENERS

Executive Board Meeting

November 14, 2018

President Nancy Fuller called the meeting to order at 9:58 am. Executive Board Members President Nancy Fuller, Vice President Vicki Barrett, Secretary Sharon Bordeaux, Treasurer Toni Rudolph, Membership Kay Livermore, and Past President Chris Rusch attended along with eleven chairpersons and members.

Patrice Sipos made a motion to approve the November Executive Board Meeting agenda as presented, Nancy Fuller seconded, and the motion was unanimously approved.

Toni Rudolph made a motion to approve the October Chapter Meeting minutes as posted online, Patrice Sipos seconded, and the motion unanimously approved.

Reports of those attending the meeting:

Agents Report – Steve Renquist:

Steve's feels his replacement will be a "generalist" as opposed to a Horticulturist although Gail Langellotto is lobbying for full time horticulturists in Lane and Douglas Counties. Steve feels there will be no action until he officially retires.

Membership – Kay Livermore:

There was a lengthy discussion regarding non-compliant members, the deadline for returning OSU required paperwork and dues, the return to members of dues not accompanied by the OSU required paperwork, and adding the 2019 class to the roster,

Nancy Fuller made a motion to change the **Master Gardeners Policy and Procedures Manual Membership Dues Deadline.**

Policy Changes (**in red**):

Annual dues and OSU required forms must be submitted by January 15th of the year. Members are notified of this deadline via biweekly e-mails starting in November of the prior year, as well as announcements in the November and December newsletters of the prior year. Members who do not submit their dues and the OSU required forms by the deadline will be removed from the membership roster and the e-mail distribution list.

While membership may be reinstated at any time by the payment of dues, members should be aware of the additional burden this imposes upon their fellow volunteer Master Gardeners.

Toni Rudolph seconded the motion. The motion passed unanimously. The exact wording will be determined at the chapter meeting.

Kay Livermore made a motion that the dues remain at \$10.00. Toni Rudolph seconded. The motion passed unanimously. Seven of every ten dollars collected is sent to OMGA.

OMGA Representative – Rosemary Brinkley/Kish Doyle

Rosemary reported that the last OMGA Leadership and Executive Committee meeting were held at the Portland Food Bank. It is a very impressive operation, distributing over a million pounds of food annually. A "Mini College" has been tentatively planned for October 18-19, 2019 at the Riverhouse in Bend, Oregon. A full report of the meeting will be published in the newsletter.

Treasurer – Toni Rudolph

- Toni will be making changes to the format of the financial statement. The changes will clearly track all income and expense items.
- The membership had previously approved payment of \$2,000 to Bean Electric for the installation of the new pole and electrical box for the pump. There were additional expenses, and the final bill is \$2,529.48. Toni recommended that we approve the additional payment of \$529.48. Kay seconded the recommendation and the board approved. The recommendation will be brought before the membership at the November chapter meeting.
- The 2019 budget is available for review. Toni moved to present the 2019 budget to the membership for approval. Sharon seconded and the motion was unanimously approved. The budget will be presented to the membership for approval at the November chapter meeting.

Vice President – Vicki Barrett

The Continuing Education program for November will be presented by Scott McCain. The topic will be Building Better Soil. The program will be held at the OSU Extension Auditorium on November 29th. The program will begin at 9 AM. Bruce Gravens will be presenting the January program. The topic will be on germination.

Bake Sale – Janet Parkerson

We are set for the November 17th Bake Sale. The bake sale will be from 9 am to 3 pm at Sherm's Thunderbird. Deliver your baked goods to the Extension Office Kitchen from 1-4 on Friday or to Sherm's Thunderbird after 7:30 am on Saturday the 17th.

Discovery Garden – Julie Stanbery.

- The new chain link fence is in place around pole and electrical service for the pump.
- Hoses and tables have been put away.
- Garden has been put to bed.
- The new signs regarding use of the Pavilion have been installed. Julie recommended that the following additions (**in red**) be made to the **Douglas County Master Gardeners Policy and Procedures Manual** for the **Use of the Discovery Garden Pavilion**:

These guidelines have been established for use of the Discovery Garden pavilion:

- 1 The Pavilion is available for educational purposes at no charge to 3 groups: DCMG, Extension staff, Douglas County Recycling Manager.
- 2 One named person from above list will assume responsibility for each reservation. Duties include:
 - ♣ Responsible for unlocking/locking supply room
 - ♣ Responsible for put up and take down any chairs and tables
 - ♣ Responsible for cleaning floor and closing all gates
 - ♣ Responsible for removing any signs or posters
 - ♣ Responsible for IMMEDIATE removal of all garbage from site.
- 3 No projects or classes of any sort that use chemicals glue or paint may be done in the pavilion. All such activities should be set up outside the garden area.
- 4 Reservation calendar will be hung in the MG plant clinic. Place the name of group, time of use, name and phone number of responsible person on calendar.
- 5 Garden is open to the public at all times. Pavilion users may post a "reserved sign" for day of use.
- 6 Extension Staff may make their own reservations; groups may contact the Discovery Garden Coordinator or Community Outreach Coordinator for further information.
- 7 Master Gardeners may use the pavilion for non-educational events such as family gathering or fraternal organization. The MG assumes all the above responsibilities and must attend said event.
 - ♣ **The group size for non-educational events is limited to 25 persons.**
 - ♣ **No barbeques will be allowed on site.**
 - ♣ **No electrical service use outside the pavilion outlets is permitted.**
 - ♣ We would appreciate a donation for use of the pavilion under these circumstances.

Julie will present the changes for approval at the November chapter meeting and the exact wording will be determined at that time.

Greenhouse East – Bruce Gravens

Everything is tucked away for the winter. The Greenhouse East is using the old Greenhouse West heaters for the winter.

Greenhouse West – Barbara Robinson:

A new heater was installed in the hardening off greenhouse. A small crew is working each week. They are busy ordering supplies for 2019.

Newsletter/Winter Program – Bonnie Courter:

- Articles for the December Newsletter are due December 1st.
- Please have the articles for the January Newsletter to me by December 15th. This includes a bio of Executive Board members, Garden Heads, and Chair Persons. This newsletter will go to the new students as well as the members. If you do not submit changes, the information from the January 2018 newsletter will be used.
- The next Mentor meeting will be December 5th in the OSU Extension Auditorium at 10 am.

Plant Clinic – Chris Rusch:

- Chris is tallying the total contacts for the 2018 and will have the numbers for the November chapter meeting.
- Chris still needs a volunteer for the trainee position in the plant clinic. Larry is leaving to travel the world. If you are interested, please contact Chris as soon as possible.

Publicity – Diana Circle: (reported by Toni Rudolph)

Diana sent out articles to 5 newspapers. The Victory Garden article was published the News Review.

Trash to Treasure – Ann Severson

The sale is set for March 7, 8, 9, 2019. Table set up is on the 7th, Donations will be taken on the 8th, and the actual sale will be on the 9th. Ann indicated that her trailer is full of “great stuff” for the sale. Ann reminded everyone that we do not take the following items: Food, plants, beds & mattresses, old TV sets, clothes, exercise equipment, all holiday items, dirty or broken furniture, or any non-working items.

Victory Garden – Ruth Stafford

The Victory Garden is set for the winter.

Old Business

Amazon Smiles and the Fred Meyer donations program: Nancy will begin working on this project today.

Garden Signs: The signs have been installed. For future signage needs please contact Anne Bacon.

New Business

All New Business addressed above - Budget, Tracking Budget Changes, 2019 Dues, Non-compliant members, Pavilion policy

The meeting was adjourned at 11:45

Respectfully Submitted,

Sharon J. Bordeaux
Secretary

Executive Board Meeting:	Wednesday, January 9, 2019, 10 AM, OSU Extension Conference Room
DCMG Continuing Education Program:	Thursday, November 29, 2018, 9 AM, OSU Extension Auditorium
DCMG Chapter Meeting:	Thursday, November 29, 2018, 10 AM, OSU Extension Auditorium
Plant Clinic	November: Monday, Wednesday 1 – 4, OSU Extension Office December: Monday 1 – 4, OSU Extension Office
Insect Committee:	First and Third Monday, 10 AM, OSU Extension Office

8:32 AM
11/13/18

Douglas County Master Gardeners
Account Balances
As of November 13, 2018

	Nov 13, 18	
	Debit	Credit
10000 · BANK ACCOUNTS:10103 · NWCC - MMK SAVINGS	31,639.69	
10000 · BANK ACCOUNTS:10102 · NWCC - MEMBER ACCO...	1,100.79	
10000 · BANK ACCOUNTS:10101 · NWCC - CHECKING	845.88	
TOTAL	<u>33,586.36</u>	<u>0.00</u>

Douglas County Master Gardeners
 Cash Flow - Profit & Loss
 August 9 through September 12, 2018

	Aug 9 - Sep 12, 18
Income	
43400 · DONATIONS	
43410 · Contributions	100.00
43440 · Grants	250.00
	350.00
Total 43400 · DONATIONS	350.00
45000 · INTEREST INCOME - BANK	9.48
46400 · PSP INCOME	
46440 · Soil Testing	380.00
	380.00
Total 46400 · PSP INCOME	380.00
47000 · SPECIAL EVENTS	
47200 · SPECIAL EVENTS - OTHER	
47202 · Compost Tea	269.00
47203 · Tee Shirt Sales	15.00
	284.00
Total 47200 · SPECIAL EVENTS - OTHER	284.00
Total 47000 · SPECIAL EVENTS	284.00
Total Income	1,023.48
Gross Profit	1,023.48
Expense	
60000 · EXPENSES	
61000 · MANAGEMENT & GENERAL	
61100 · Awards & Banquet	
61102 · Banquet	26.22
	26.22
Total 61100 · Awards & Banquet	26.22
61400 · GRANTS GIFTS & SCHOLARSHIPS	
61406 · Officer Gifts	26.39
61408 · Scholarships	100.00
	126.39
Total 61400 · GRANTS GIFTS & SCHOLARSHIPS	126.39
Total 61000 · MANAGEMENT & GENERAL	152.61
62000 · PSP EXPENSE	
62400 · DISCOVERY GARDEN	
62402 · Butterfly	131.80
62405 · Easy Access (Container Garden)	12.76
62415 · Irrigation	100.00
62420 · Maintenance-Discovery Garden	2.85
62431 · Shade Garden	9.99
62436 · Water - River Forks Meter	281.54
	538.94
Total 62400 · DISCOVERY GARDEN	538.94
Total 62000 · PSP EXPENSE	538.94

8:33 AM
11/13/18
Cash Basis

Douglas County Master Gardeners
Cash Flow - Profit & Loss
August 9 through September 12, 2018

	<u>Aug 9 - Sep 12, 18</u>
63000 · HLC - EXPENSE	
63101 · Annual Pumping Expense (Diver)	200.00
63103 · Eastside Greenhouse Supplies	25.69
63106 · Garbage Dump Fee	17.00
63108 · HLC-Maintenance	64.46
63115 · Victory Garden	65.27
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Total 63000 · HLC - EXPENSE	372.42
65000 · SPECIAL EVENTS	
65100 · PLANT SALE EXPENSE	
65109 · Nex Year's Supplies - McConkey	10.43
65110 · Plants	464.38
65116 · Supplies	616.28
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Total 65100 · PLANT SALE EXPENSE	1,091.09
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Total 65000 · SPECIAL EVENTS	1,091.09
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Total 60000 · EXPENSES	2,155.06
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68001 · Voids	0.00
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Total Expense	2,155.06
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Net Income	-1,131.58
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11/13/18
Cash Basis

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

	<u>Jan - Dec 18</u>	<u>Budget</u>	<u>\$ Over Bud...</u>	<u>% of Budget</u>
Income				
43400 · DONATIONS				
43410 · Contributions	279.00	0.00	279.00	100.0%
43440 · Grants	250.00	450.00	-200.00	55.6%
Total 43400 · DONATIONS	<u>529.00</u>	<u>450.00</u>	<u>79.00</u>	<u>117.6%</u>
44800 · DUES-MEMBERSHIP				
44801 · Membership Dues	2,220.00	2,500.00	-280.00	88.8%
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	<u>2,412.50</u>	<u>2,755.00</u>	<u>-342.50</u>	<u>87.6%</u>
45000 · INTEREST INCOME - BANK	87.44	35.00	52.44	249.8%
46400 · PSP INCOME				
46440 · Soil Testing	1,650.00	700.00	950.00	235.7%
Total 46400 · PSP INCOME	<u>1,650.00</u>	<u>700.00</u>	<u>950.00</u>	<u>235.7%</u>
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	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	<u>35,025.02</u>	<u>33,400.00</u>	<u>1,625.02</u>	<u>104.9%</u>
47200 · SPECIAL EVENTS - OTHER				
47201 · Bake Sale	0.00	1,500.00	-1,500.00	0.0%
47202 · Compost Tea	913.00	950.00	-37.00	96.1%
47204 · Trash-To-Treasure	3,631.45	3,000.00	631.45	121.0%
Total 47200 · SPECIAL EVENTS - OTHER	<u>4,544.45</u>	<u>5,450.00</u>	<u>-905.55</u>	<u>83.4%</u>
Total 47000 · SPECIAL EVENTS	<u>39,569.47</u>	<u>38,850.00</u>	<u>719.47</u>	<u>101.9%</u>
Total Income	<u>44,248.41</u>	<u>42,790.00</u>	<u>1,458.41</u>	<u>103.4%</u>
Gross Profit	44,248.41	42,790.00	1,458.41	103.4%
Expense				
60000 · EXPENSES				
61000 · MANAGEMENT & GENERAL				
61100 · Awards & Banquet				
61101 · Awards	348.74	350.00	-1.26	99.6%
61102 · Banquet	729.19	750.00	-20.81	97.2%
Total 61100 · Awards & Banquet	<u>1,077.93</u>	<u>1,100.00</u>	<u>-22.07</u>	<u>98.0%</u>

11/13/18
Cash Basis

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

	Jan - Dec 18	Budget	\$ Over Bud...	% of Budget
61200 · CONFERENCES				
61204 · OMAG Quarterly Meetings	442.35	250.00	192.35	176.9%
61205 · OMGA Travel	181.00	1,250.00	-1,069.00	14.5%
Total 61200 · CONFERENCES	623.35	1,500.00	-876.65	41.6%
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%
61404 · Gifts - Hallmark	41.98	50.00	-8.02	84.0%
61406 · Officer Gifts	103.39	80.00	23.39	129.2%
61408 · Scholarships	688.00	1,000.00	-312.00	68.8%
Total 61400 · GRANTS GIFTS & SCHOLARSHIPS	833.37	1,210.00	-376.63	68.9%
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	508.00	550.00	-42.00	92.4%
61506 · OMGA Search for Excellence	0.00	150.00	-150.00	0.0%
61507 · Postage / Management & General	40.00	35.00	5.00	114.3%
61508 · Check Print Charges	47.21	24.00	23.21	196.7%
61509 · Supplies / Management & General	23.05	50.00	-26.95	46.1%
Total 61500 · OTHER MANAGEMENT & GENER...	822.46	959.00	-136.54	85.8%
Total 61000 · MANAGEMENT & GENERAL	4,883.11	6,519.00	-1,635.89	74.9%
62000 · PSP EXPENSE				
62101 · Advanced Training				
62103 · Continuing Education	0.00	100.00	-100.00	0.0%
62105 · Newsletter				
62105.3 · Postage	48.91	125.00	-76.09	39.1%
Total 62105 · Newsletter	48.91	125.00	-76.09	39.1%
Total 62101 · Advanced Training	48.91	225.00	-176.09	21.7%
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	136.39	140.00	-3.61	97.4%
Total 62200 · CLINIC & OFFICE	1,064.69	605.00	459.69	176.0%
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%

11/13/18
Cash Basis

**Douglas County Master Gardeners
Budget vs. Actual 2018
January through December 2018**

	Jan - Dec 18	Budget	\$ Over Bud...	% of Budget
62400 · DISCOVERY GARDEN				
62402 · Butterfly	294.62	325.00	-30.38	90.7%
62403 · Childern's	170.81	450.00	-279.19	38.0%
62404 · Compost & Biochar	100.00	100.00	0.00	100.0%
62405 · Easy Access (Container Garden)	164.80	165.00	-0.20	99.9%
62406 · Electric - meter 23609842	254.49	600.00	-345.51	42.4%
62408 · Entry Garden	14.99	50.00	-35.01	30.0%
62410 · Herb Garden	200.00	200.00	0.00	100.0%
62411 · Hummingbird	0.00	0.00	0.00	0.0%
62413 · Iris Garden	0.00	0.00	0.00	0.0%
62415 · Irrigation	365.86	300.00	65.86	122.0%
62417 · Japanese Garden	56.68	100.00	-43.32	56.7%
62419 · Kiosk - Donor Board	50.00	50.00	0.00	100.0%
62420 · Maintenance-Discovery Garden	882.26	900.00	-17.74	98.0%
62422 · Mulch	388.45	400.00	-11.55	97.1%
62423 · Orchard	0.00	125.00	-125.00	0.0%
62424 · Ornamental	50.00	50.00	0.00	100.0%
62425 · Pavilion	500.00	500.00	0.00	100.0%
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	139.44	140.00	-0.56	99.6%
62431 · Shade Garden	48.37	50.00	-1.63	96.7%
62432 · Signage	566.26	300.00	266.26	188.8%
62433 · Straw Bale Garden	220.00	220.00	0.00	100.0%
62434 · Sun Garden	222.85	225.00	-2.15	99.0%
62436 · Water - River Forks Meter	2,020.55	700.00	1,320.55	288.7%
62439 · Xeriscape	100.00	100.00	0.00	100.0%
Total 62400 · DISCOVERY GARDEN	6,964.80	6,475.00	489.80	107.6%
Total 62000 · PSP EXPENSE	8,078.40	7,355.00	723.40	109.8%
63000 · HLC - EXPENSE				
63101 · Annual Pumping Expense (Diver)	200.00	400.00	-200.00	50.0%
63103 · Eastside Greenhouse Supplies	338.45	600.00	-261.55	56.4%
63106 · Garbage Dump Fee	134.00	75.00	59.00	178.7%
63107 · HLC Fire Extinguishers	60.00	60.00	0.00	100.0%
63108 · HLC-Maintenance	1,309.22	1,200.00	109.22	109.1%
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	508.42	690.00	-181.58	73.7%
63117 · Westside Greenhouse Maintenance	450.68	1,200.00	-749.32	37.6%
63118 · Westside Greenhouse Supplies	330.32	400.00	-69.68	82.6%
Total 63000 · HLC - EXPENSE	3,358.05	5,275.00	-1,916.95	63.7%
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%

11/13/18
Cash Basis

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

	<u>Jan - Dec 18</u>	<u>Budget</u>	<u>\$ Over Bud...</u>	<u>% of Budget</u>
65000 · SPECIAL EVENTS				
65100 · PLANT SALE EXPENSE				
65101 · Advertising	2,118.80	2,400.00	-281.20	88.3%
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	17.56	750.00	-732.44	2.3%
65109 · Nex Year's Supplies - McConkey	10.43	3,200.00	-3,189.57	0.3%
65110 · Plants	1,227.00	1,200.00	27.00	102.3%
65111 · PROPANE TANKS				
65113 · Eastside Greenhouse - Propane	0.00	0.00	0.00	0.0%
65113.1 · ES Ghouse Propane Tank #1 27516	951.94	0.00	951.94	100.0%
65113.2 · ES Ghouse Propane Tank #2 49518	766.80	0.00	766.80	100.0%
65114 · Westside Greenhouse - Propane	0.00	0.00	0.00	0.0%
65114.1 · WS Ghouse Propane Tank #3	603.81	0.00	603.81	100.0%
65114.2 · WS Ghouse Propane Tank #500	1.00	0.00	1.00	100.0%
65111 · PROPANE TANKS - Other	0.00	2,500.00	-2,500.00	0.0%
Total 65111 · PROPANE TANKS	2,323.55	2,500.00	-176.45	92.9%
65116 · Supplies	1,308.95	2,100.00	-791.05	62.3%
65118 · Vendor Costs	0.00	550.00	-550.00	0.0%
Total 65100 · PLANT SALE EXPENSE	10,614.63	16,050.00	-5,435.37	66.1%
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%
Total 65200 · SPECIAL EVENT - OTHER	199.99	310.00	-110.01	64.5%
Total 65000 · SPECIAL EVENTS	10,814.62	16,360.00	-5,545.38	66.1%
Total 60000 · EXPENSES	27,634.18	35,829.00	-8,194.82	77.1%
66000 · GENERAL EXPENSES				
66001 · Electricity - Meter 62314693	3,886.16	4,200.00	-313.84	92.5%
66005 · Water - Pitchford Meter	467.71	950.00	-482.29	49.2%
Total 66000 · GENERAL EXPENSES	4,353.87	5,150.00	-796.13	84.5%
67000 · CAPITAL EXPENSE	13,139.98	0.00	13,139.98	100.0%
Total Expense	45,128.03	40,979.00	4,149.03	110.1%
Net Income	-879.62	1,811.00	-2,690.62	-48.6%

8:37 AM
11/13/18
Cash Basis

Douglas County Master Gardeners
Transaction Detail By Account
January through December 2018

Type	Date	Num	Name	Memo	Clr	Split	Original Amount	Paid Amount	Balance
67000 · CAPITAL EXPENSE									
Check	02/14/18	4138	Barbara Robinson	Heater for L...		10101 · NWC...	430.00	430.00	430.00
Check	02/20/18	4139	Chuck Mignola Co...	Approved at ...		10101 · NWC...	1,000.00	1,000.00	1,430.00
Check	06/07/18	4218	Tinker Pump Servi...	New pump f...		10101 · NWC...	8,885.50	8,885.50	10,315.50
Check	11/11/18	4323	Sharon Bordeaux	bike rack		10101 · NWC...	295.00	295.00	10,610.50
Check	11/11/18	4325	Bean Electric	Installation o...		10101 · NWC...	2,529.48	2,529.48	13,139.98
Total 67000 · CAPITAL EXPENSE								13,139.98	13,139.98
TOTAL								13,139.98	13,139.98