

DOUGLAS COUNTY MASTER GARDENERS
Executive Board Meeting, Annex
November 10, 2021

Call to Order: The meeting was called to order at 10:02. There were 14 in attendance including President Julie Stanbery, Vice-President Diana Woodward, Past President Nancy Fuller, Treasurer Dawnetta Loomis, Membership Kay Livermore, OMGA Reps Kish Doyle and Barbie Hamby, and Secretary Bonnie Courter.

Agenda Approval: Add the Trash to Treasure sale.

Minutes Approval: The minutes were approved as posted.

Agent's Report - Steve Renquist:

Yesterday Steve finished his last formal class lecture as an employee of Extension. He's pleased with the graduating class that seem very involved and connected. Mentors need to help students stay in touch. Graduation is next Tuesday. Monday he will meet Bonnie and Kish at the Discovery Garden to set up the field final. Students will work in small groups, then all will return to the Annex at 1:00 for Final review and graduation.

Steve contacted Gail Langellotto and told her how well our in-person class went this fall using protocols. Gail, however, is focused solely on online courses for most of the OMGA chapters. He also spoke with OSU about hiring a temp to replace himself, but was not given much hope of that happening in the near future.

Laura Corder has encouraged Geoff Puryear to apply for Extension's Small Farms position opening, and he has expressed an interest in doing that.

OFFICER REPORTS

Past President - Nancy Fuller: Nancy thanked Kish for sending out the OMGA Zoom meeting link and meeting minutes to the membership. She is still inundated with the BMSB and has lots of mushrooms growing in her landscape now.

Membership - Kay Livermore: DocuSign forms go out Monday. She reminded members to scroll down to the bottom of the form and click on the "finish" button to complete it. If completed successfully, you should get a confirmation email right away. Kay will put out the 2022 roster after January 15. Members need to pay their dues before January 1 to get the dues discount, and pay dues and sign forms by January 15 to get on the new roster. OMGA is only taking \$5 for dues next year instead of \$7.

OMGA - Kish Doyle:

We held our 4th quarter OMGA board meeting this past Friday, November 5, via Zoom. We had over 30 participants! Our agenda included updates from our OSU Extension Program Coordinator, Gail Langellotto. Gail reported on the state of the Extension program regarding hiring, retirements, personnel changes and new Master Gardener coordinators. She also reported on changes to our 2022 Master Gardener training for new volunteers, tending to more

online learning. In addition we covered updates on our 2021 financials, upcoming 2022 budget, and reports from our Historian, Linda Coakley, "Gardeners Pen" editor, Ann Kinkley and the DEI task force.

Next, a decision was reached regarding the collection of dues for OMGA for 2022. We will expect all Chapters to send in \$5/per dues-paying member from each Chapter due in April 2022, unless the Chapter finds itself unable to pay, in which case they can apply for a deferral until the end of the year.

Next, we discussed our 2022 Mini College. We are ready to plan our next Mini College for 2022. Our plan is for a 2 day event at OSU. Possible dates are June 24 and 25 or July 29 and 30. A decision will be made soon depending on availability. A planning committee invitation will be sent out in December.

In other news, we decided to retain the current OMGA executive board for 2022. We are still looking for someone to volunteer to be VP or Treasurer. These are important positions that need to be filled as we move forward in our program. Please contact me if you are interested.

That's all I have. See you all at our Retreat meeting December 3. All MG's are welcome! For now, we agreed to continue to hold our meetings via Zoom. Start thinking about items you may want to include in our agenda. We will be developing OMGA goals for 2022 at this meeting.

Treasurer - Dawnetta Loomis: No report. Julie asked her to make sure whoever is signing for the expense forms is authorized to do so.

Vice-President - Diana Woodward: The last LevelUp series is on "Using Life Cycle Analysis to Understand the Sustainability of Your Garden Products and Practices" by Gail Langellotto. Our Continuing Education will be at 9:00 on November 18, featuring Steve, who will speak about his worldwide career in horticulture along with slides.

President - Julie Stanbery: Laura Corder wants to meet with Julie, Diana, Chris, and Steve regarding requiring an initial review of any public presentations we may give in the future. Details to follow after.

COMMITTEE REPORTS

Awards Team - Ann Severson: There are 7 people on the Nominating Committee: Sharon Hopkins, Fred Alley, Carol Bolt, Chris Rusch, Garry Gerlach, Debby Bishop, and Vicki Barrett. Chris Rusch has the paperwork. New student, Kristen Jennings, is helping Ann with the Awards Banquet plans.

Community Outreach - Leo Grass: Not present, no report.

Discovery Garden - Julie Stanbery:

Regarding taking down the hanging limbs in the garden, we had decided to allocate \$1000 off-budget for this year because it's a safety issue. Julie met with Cowboy Tree Service yesterday. Costs have increased substantially from \$200/hour to \$300/hour. \$1000 would only cover 2/3's

of the job. The job is scheduled to be done December 22. Since there is still another \$1000 budgeted for 2022, that money can be used as well to cover the cost.

Julie thanked Steve and Kathy Hart who hauled all the picnic tables under shelter, as well as refurbishing and cleaning them. Steve and Ray Warren have also finished the tables for the Westside greenhouse.

Facebook - Barbara Horst:

There are 1,697 people following our page. 49 people have checked into the DCMG Facebook page. The favorite posts for October were the Trash to Treasures event and the Ask a MG article on planting garlic. Please ask the new trainees to follow our page.

Fundraising - Nathan Baily: Not present. His report: "I've filled the dispenser in the green shed and ordered another ten rolls of bags. Our current balance is \$290.50. BottleDrop will give a 20% bonus from November 15 - December 1."

Julie will bring bags to the next meeting. She will also check with Chris about possibly placing some bags in the plant clinic as well.

Greenhouse West - Carol Bolt: The crew are doing cuttings right now on Mondays. They will go to Tuesdays after class ends.

Greenhouse East - Ann Severson: Help is still needed. Some new students have been coming out. They will go back to working Tuesdays after class ends and Thursdays as well until the tasks are completed. Ann will be sending out notices by email.

Hallmark - Linda Thames: Not present. No report.

Insect Committee - Richard Johnstone: Not present. No report, though he and Roger have met to get organized.

Newsletter - Bonnie Courter: Submissions for the December Newsletter are due Monday, November 29. Deadline for the January Newsletter is December 20.

Plant Clinic/Spring Into Gardening - Chris Rusch: Not present. No report. Kish reported that each student has already signed up once for clinic duty in February.

Publicity - Cheryl Caplan: Cheryl had a great interview with Steve about his career. She's drafted an article for the December Newsletter. She did some publicity for the Trash to Treasure sale in Tenmile. Cheryl will start publicity on FaceBook groups.

Soils - Carol Bolt: She has had 3 new students who expressed interest in helping do soil testing. Ken Hays, Terrill Lowe and Carol will look into the possibility of automating the soil testing system.

Swinger Bars - Kay Livermore: No report.

Trash to Treasure - Ann Severson: Half of the new students came out last week to help with the sale. We made more than \$1100. Ann's husband will donate \$375 to cover the rent of the Winston Community Center for next year's sale. Ann will accept no more donations until April 2022. Ann will perform using a jump rope if we reach her goal of \$5000 next year.

Waddington Fund - Team: The team wants to meet with a trust attorney to address trust issues for non-profits, and will look into two different investment companies, then present their findings to the membership. The attorney's rate is \$330/hour, billed in 6 minute increments. The team will try to hold the meeting to under 30 minutes, so are asking for \$200 to cover the cost. The purpose is to find out how to set up the trust so that, in the event our chapter dissolved in the future, we would have more control over where our funds go. In our bylaws, should we dissolve, the money would be held for 5 years, then would all go to Douglas County Extension. **Kish Doyle moved that we set aside up to \$200 to see an attorney to explore trust options for the Waddington Fund. Kay Livermore seconded the motion. The motion passed unanimously.**

OLD BUSINESS: None

NEW BUSINESS: December 15 is the deadline for expense forms to be turned in to the Treasurer. Julie will speak to Vicki McAlister about the deadline for turning in time sheets. (Time sheets can now be turned into the Plant Clinic).

SHOW AND TELL: Steve planted a paste tomato called "Opalka" from the Master Gardener's sale this summer. He said it grew to be a huge plant with big elongated tomatoes, but it had a terrible taste! He recommended we don't grow these for our next sale.

ANNOUNCEMENTS:

November 18, 9:00, Continuing Education (Steve Renquist, speaker), Annex Auditorium
November 18, 10:00, Chapter Meeting, Annex Auditorium

ADJOURNMENT: The meeting was adjourned at 11:08.

Respectfully submitted,
Bonnie Courter, Secretary

10:52 PM
11/09/21

Douglas County Master Gardeners
Account Balances
As of November 9, 2021

	Nov 9, 21	
	Debit	Credit
10000 · BANK ACCOUNTS:10104 · NWCC - WADDINGTON F...	89,508.28	
10000 · BANK ACCOUNTS:10103 · NWCC - MMK SAVINGS	39,374.04	
10000 · BANK ACCOUNTS:10102 · NWCC - RESERVE ACCO...	5,008.65	
10000 · BANK ACCOUNTS:10101 · NWCC - CHECKING	631.76	
TOTAL	<u>134,522.73</u>	<u>0.00</u>

Douglas County Master Gardeners
Cash Flow - Profit & Loss
September 30 through November 9, 2021

	<u>Sep 30 - Nov 9, 21</u>
Income	
45000 · Interest Income - Bank	32.52
46400 · PROGRAM SERVICE PROJECT (PSP)	
46440 · Soil Testing	180.00
	<u>180.00</u>
Total 46400 · PROGRAM SERVICE PROJECT (PSP)	180.00
47000 · SPECIAL EVENTS	
47100 · PLANT SALE	
47140 · Sales - Post Event	46.00
	<u>46.00</u>
Total 47100 · PLANT SALE	46.00
Total 47000 · SPECIAL EVENTS	<u>46.00</u>
Total Income	<u>258.52</u>
Gross Profit	258.52
Expense	
60000 · EXPENSES	
61000 · MANAGEMENT & GENERAL	
61500 · ADMINISTRATION	
61540 · Hospitality	42.99
61560 · Newsletter Printing & Postage	48.93
61580 · Postage for Exec Board	23.20
	<u>115.12</u>
Total 61500 · ADMINISTRATION	115.12
Total 61000 · MANAGEMENT & GENERAL	115.12
62000 · PROGRAM SERVICE PROJECT (PSP)	
62200 · CLINIC & OFFICE	
62260 · Plant Clinic & Office Supplies	16.48
	<u>16.48</u>
Total 62200 · CLINIC & OFFICE	16.48
62400 · DISCOVERY GARDEN (DG)	
62413 · Easy Access (Container Garden)	106.34
62449 · Maintenance DG	55.94
62473 · Raised Beds (Dahlia-Lily)	55.00
	<u>217.28</u>
Total 62400 · DISCOVERY GARDEN (DG)	217.28
Total 62000 · PROGRAM SERVICE PROJECT (PSP)	233.76
63000 · HORTICULTURAL LEARNING CTR(HLC)	
63125 · Eastside Greenhouse Supplies	104.64
63145 · HLC Maintenance	89.62
	<u>194.26</u>
Total 63000 · HORTICULTURAL LEARNING CTR(HLC)	194.26

10:40 PM
11/09/21
Cash Basis

Douglas County Master Gardeners
Cash Flow - Profit & Loss
September 30 through November 9, 2021

	<u>Sep 30 - Nov 9, 21</u>
65000 · SPECIAL EVENTS	
65100 · PLANT SALE (PS)	
65168 · Plants - Westside	24.00
65170 · Supplies	238.32
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Total 65100 · PLANT SALE (PS)	262.32
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Total 65000 · SPECIAL EVENTS	262.32
66000 · UTILITIES	
66010 · Electricity - HLC	
66010.2 · Electricity - 82346502 - HLC	346.94
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Total 66010 · Electricity - HLC	346.94
66020 · Electricity - Pump	
66020.2 · Electricity - 81156829 - Pump	20.11
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Total 66020 · Electricity - Pump	20.11
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Total 66000 · UTILITIES	367.05
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Total 60000 · EXPENSES	1,172.51
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Total Expense	1,172.51
	<hr/>
Net Income	-913.99
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11/09/21
Cash Basis

Douglas County Master Gardeners
Actual vs Budget
January through December 2021

	<u>Jan - Dec 21</u>	<u>Budget</u>	<u>\$ Over Budget</u>
Income			
43400 · DONATIONS			
43410 · Contributions	90,119.72	736.00	89,383.72
43420 · Amazon Smile Foundation	114.65	78.00	36.65
43430 · Kroger Community Rewards	81.68	66.00	15.68
43435 · BottleDrop	499.40	415.00	84.40
Total 43400 · DONATIONS	<u>90,815.45</u>	<u>1,295.00</u>	<u>89,520.45</u>
44800 · DUES- MEMBERSHIP			
44810 · Membership Dues	2,370.00	2,333.00	37.00
44820 · Newsletter - Income	192.50	192.00	0.50
44830 · Class Fees	1,800.00	1,900.00	-100.00
Total 44800 · DUES- MEMBERSHIP	<u>4,362.50</u>	<u>4,425.00</u>	<u>-62.50</u>
45000 · Interest Income - Bank	83.36	35.00	48.36
46400 · PROGRAM SERVICE PROJECT (PSP)			
46440 · Soil Testing	1,067.00	810.00	257.00
Total 46400 · PROGRAM SERVICE PROJECT (PSP)	<u>1,067.00</u>	<u>810.00</u>	<u>257.00</u>
47000 · SPECIAL EVENTS			
47100 · PLANT SALE			
47130 · Sales - Event	7,041.64	7,048.00	-6.36
47140 · Sales - Post Event	1,888.00	500.00	1,388.00
47150 · Sales - Pre Event	805.00	805.00	0.00
Total 47100 · PLANT SALE	<u>9,734.64</u>	<u>8,353.00</u>	<u>1,381.64</u>
47220 · Compost Tea	951.00	700.00	251.00
47240 · Trash-To-Treasure	4,530.30	3,500.00	1,030.30
Total 47000 · SPECIAL EVENTS	<u>15,215.94</u>	<u>12,553.00</u>	<u>2,662.94</u>
Total Income	<u>111,544.25</u>	<u>19,118.00</u>	<u>92,426.25</u>
Gross Profit	111,544.25	19,118.00	92,426.25
Expense			
60000 · EXPENSES			
61000 · MANAGEMENT & GENERAL			
61100 · AWARDS & BANQUET			
61110 · Awards	506.42	618.42	-112.00
61120 · Banquet	0.00	224.00	-224.00
Total 61100 · AWARDS & BANQUET	<u>506.42</u>	<u>842.42</u>	<u>-336.00</u>
61200 · CONFERENCES			
61250 · OMGA Travel	0.00	229.00	-229.00
Total 61200 · CONFERENCES	<u>0.00</u>	<u>229.00</u>	<u>-229.00</u>

11/09/21
Cash Basis

Douglas County Master Gardeners
Actual vs Budget
January through December 2021

	<u>Jan - Dec 21</u>	<u>Budget</u>	<u>\$ Over Budget</u>
61400 · GRANTS/GIFTS/SCHOLARSHIPS			
61480 · Scholarships	0.00	300.00	-300.00
Total 61400 · GRANTS/GIFTS/SCHOLARSHIPS	<u>0.00</u>	<u>300.00</u>	<u>-300.00</u>
61500 · ADMINISTRATION			
61520 · Check Print Charges	49.71	50.00	-0.29
61540 · Hospitality	42.99	35.00	7.99
61550 · Liability Insurance	723.00	637.00	86.00
61560 · Newsletter Printing & Postage	208.52	193.00	15.52
61580 · Postage for Exec Board	63.40	106.00	-42.60
61590 · Supplies for Exec Board	0.00	127.00	-127.00
Total 61500 · ADMINISTRATION	<u>1,087.62</u>	<u>1,148.00</u>	<u>-60.38</u>
Total 61000 · MANAGEMENT & GENERAL	1,594.04	2,519.42	-925.38
62000 · PROGRAM SERVICE PROJECT (PSP)			
62200 · CLINIC & OFFICE			
62260 · Plant Clinic & Office Supplies	16.48	100.00	-83.52
62280 · Soil Testing	254.58	450.00	-195.42
62290 · Website Development	116.40	150.00	-33.60
Total 62200 · CLINIC & OFFICE	<u>387.46</u>	<u>700.00</u>	<u>-312.54</u>
62300 · COMMUNITY OUTREACH			
62310 · DC Fair Outreach Booth	90.97	100.00	-9.03
Total 62300 · COMMUNITY OUTREACH	<u>90.97</u>	<u>100.00</u>	<u>-9.03</u>
62400 · DISCOVERY GARDEN (DG)			
62417 · Educational Signage	89.98	150.00	-60.02
62449 · Maintenance DG	1,144.86	1,252.00	-107.14
Total 62400 · DISCOVERY GARDEN (DG)	<u>1,396.18</u>	<u>1,402.00</u>	<u>-5.82</u>
Total 62000 · PROGRAM SERVICE PROJECT (PSP)	1,874.61	2,202.00	-327.39
63000 · HORTICULTURAL LEARNING CTR(HLC)			
63110 · Annual Pumping Expense (Diver)	0.00	300.00	-300.00
63120 · Eastside Greenhouse Maintenance	280.34	700.00	-419.66
63125 · Eastside Greenhouse Supplies	104.64	800.00	-695.36
63130 · Garbage Dump Fee	0.00	144.00	-144.00
63140 · HLC Fire Extinguishers	54.00	58.00	-4.00
63145 · HLC Maintenance	370.65	604.00	-233.35
63160 · Toilet Repairs & Supplies	0.00	94.00	-94.00
63180 · Victory Garden	553.71	226.00	327.71
63190 · Westside Greenhouse Maintenance	16.20	269.00	-252.80
63195 · Westside Greenhouse Supplies	28.63	173.00	-144.37
Total 63000 · HORTICULTURAL LEARNING CTR(HLC)	<u>1,408.17</u>	<u>3,368.00</u>	<u>-1,959.83</u>

11/09/21
Cash Basis

Douglas County Master Gardeners
Actual vs Budget
January through December 2021

	<u>Jan - Dec 21</u>	<u>Budget</u>	<u>\$ Over Budget</u>
65000 · SPECIAL EVENTS			
65100 · PLANT SALE (PS)			
65110 · Advertising	0.00	200.00	-200.00
65140 · Next Year's Seeds	0.00	800.00	-800.00
65150 · Next Year's Supplies - PS	119.34	800.00	-680.66
65164 · Plants - Eastside	0.00	150.00	-150.00
65168 · Plants - Westside	426.87	650.00	-223.13
65170 · Supplies	1,715.34	2,033.00	-317.66
Total 65100 · PLANT SALE (PS)	2,261.55	4,633.00	-2,371.45
65190 · PROPANE TANKS			
65191 · Eastside Greenhouse #1 75532	584.07	912.00	-327.93
65193 · Eastside Greenhouse #2 MO327516	470.47	825.00	-354.53
65196 · Westside Greenhouse #3 49518	262.19	574.00	-311.81
65198 · Westside Greenhouse #500 48450	1.00	399.00	-398.00
Total 65190 · PROPANE TANKS	1,317.73	2,710.00	-1,392.27
65210 · Bake Sale	0.00	75.00	-75.00
65290 · Trash-To-Treasure	0.00	475.00	-475.00
Total 65000 · SPECIAL EVENTS	3,579.28	7,893.00	-4,313.72
66000 · UTILITIES			
66010 · Electricity - HLC			
66010.2 · Electricity - 82346502 - HLC	2,517.64	2,964.00	-446.36
Total 66010 · Electricity - HLC	2,517.64	2,964.00	-446.36
66020 · Electricity - Pump			
66020.2 · Electricity - 81156829 - Pump	116.51	301.00	-184.49
Total 66020 · Electricity - Pump	116.51	301.00	-184.49
66050 · Water - Heleck Hall Meter	607.42	1,077.00	-469.58
66060 · Water - Caretakers Meter	7.82	69.00	-61.18
Total 66000 · UTILITIES	3,249.39	4,411.00	-1,161.61
67000 · EXPENSE APPROVED NOT BUDGETED			
67002 · CPA consultation	0.00	100.00	-100.00
67011 · Rock Garden - 2019 Karl Carlson	143.70	143.70	0.00
67014 · Pavillion Repairs	654.00	1,500.00	-846.00
Total 67000 · EXPENSE APPROVED NOT BUDGETED	797.70	1,743.70	-946.00
Total 60000 · EXPENSES	12,503.19	22,137.12	-9,633.93
Total Expense	12,503.19	22,137.12	-9,633.93
Net Income	99,041.06	-3,019.12	102,060.18