

DOUGLAS COUNTY MASTER GARDENERS
Executive Board Meeting
Douglas Co. Courthouse, Rm. 310
January 12, 2022

Call to Order: The meeting was called to order at 10:01. There were 18 in attendance, including President Julie Stanbery, Vice-President Diana Woodward, Past President Nancy Fuller, Treasurer Dawnetta Loomis, OMGA Alt. Rep. Barbie Hamby, Membership Kay Livermore, and Secretary Bonnie Courter.

Agenda Approval: Add Trash to Treasures.

Minutes Approval: Minutes were approved as posted.

Welcome to new MG's, Patrice Glasscock and Ed Barrett.

OFFICER REPORTS

Past President - Nancy Fuller: Nancy is encouraged by the amount of things blooming in her yard. Spring is on its way!

Membership - Kay Livermore: We have 195 members, 40 have not paid, and 2 are pending that haven't signed forms.

OMGA - Barbie Hamby: No report.

Treasurer - Dawnetta Loomis: She is wrapping up end of the year financials. There are still some checks outstanding. Financials based on 2021 were sent out.

Vice-President - Diana Woodward: Fred Alley will talk on tools at the January Chapter meeting. Jim Leet will present seed starting in February. Leo Grass will talk about water, Kendra North will give a talk on bonsai and Chris Rusch will possibly talk on plant ID for future presentations.

President - Julie Stanbery:

- Bittercress is blooming now.
- Laura Corder, Steve and Julie had a Zoom meeting with Erika Szonntag, an instructor from Jackson County, who will be assigned to our county until June 30. Her job with us will be to oversee any educational programs we may have such as Spring Into Gardening.
- Fred and Sandy Alley have donated \$750 to DCMG. They would like it to go to updating our soils testing program.

COMMITTEE REPORTS

Awards Team - Ann Severson: Ann and Kristin Jennings are working on awards for the next Awards Banquet. They are thinking of having an afternoon banquet in the Extension building on a Saturday, possibly in April.

Community Outreach - Leo Grass: Not present. No report.

Discovery Garden - Julie Stanbery:

- Tomorrow the tree service will clean up the dangling tree branches from recent storms.
- Betty Ison is retiring from caring for the perennial garden. Tasha King will be taking over.
- On January 21st, 1:00-3:00, Steve will have a fruit tree pruning session. Mentors are encouraged to bring their students.
- The Butterfly garden will be making some upgrades.
- Regular workdays will start March 1.

Facebook - Barbara Horst: (Not present - her report):

For the last 28 days up until January 8, the DCMG Facebook has had 1,737 followers. 1,043 people were reached. The posts that reached the most people were "Weeds to Pull Now" (504) and the News-Review article about Steve's retirement (464).

Please ask members to invite their friends to follow our page. Also encourage new trainees to follow us as well. Contact me if you have any suggestions or ideas for our page.

Fundraising - Nathan Baily: Not present - his report: Our Bottle Drop account has a balance of \$442.10, and \$36.80 from Amazon Smiles.

Greenhouse West - Joy Keeling: They are busy transplanting and getting ready to seed soon.. The price of seeds have sky-rocketed. Steve Hart will be building more tables.

Greenhouse East - Bonnie Durick: They are weeding, cleaning, and propagating. Everything survived the snow.

Hallmark - Linda Thames: Not present. No report.

Insect Committee - Richard Johnstone: Not present. Julie said Richard and Roger Dejmajal are going in on Mondays to organize things.

Newsletter - Bonnie Courter: Deadline for the February Newsletter will be January 29.

Plant Clinic/Spring Into Gardening - Chris Rusch:

The Plant Clinic has been quite slow. In 2021 we had over 400 contacts. Training for the new trainees starts up in February, Monday through Friday. Trainees should only sign up for one day per month. Linda Estep will be there on Thursdays, and Diane Smith-Lewsadder on Fridays. Julie noted that OSU will be hiring a Small Farms position by February 1. That person, should be available to help us in the clinic for any questions we might need help on.

Chris has been working with Extension front office to prepare for Spring Into Gardening. They made up a flyer and are putting it on the OSU website as well as FaceBook and publicity. Registration will be only through the OSU website. Chris will be having a planning meeting after this Board meeting.

Plant Sale - Bonnie Durick: Expenses are going up. Janet Bitter will work on online signups later this month or February. Sign ups will also be on clip boards in the clinic and at chapter meetings. Entry fee will be \$3. She hasn't gotten the final contract from the Fairgrounds yet. She is taking plant inventories at the greenhouses. Betty Bean has volunteered for Fairground set up. Next week will be the first team meeting. She hopes to have 2 pre-sales for MG's, 4/28 and 5/1. We may not do balloons or door prizes this year.

Publicity - Cheryl Caplan: Cheryl will be at the Spring Into Gardening meeting and upcoming plant sale meeting so she can do publicity for those events.

Soils - Ken Hays: Ken, Patrice Glasscock, Terril Lowe, and Carol Bolt has been working on a proposal to upgrade our soil testing service. The following is their proposal:

From information found to date online, it appears that the main differences between a high volume, professional soil testing service and what is currently available in the DCMG service are:

- *Dedicated space for soil testing, sufficient to allow efficient processing. This includes the ability to leave equipment set up, ready for use (rather than packed away after each work session) and enough space for two or more individuals to work together.*
- *An efficient method of drying soil samples prior to analysis.*
- *An electric soil grinder to pulverize samples prior to analysis.*
- *Customer-friendly methods for ordering tests and submitting payment, along with DCMG-friendly methods of recording and returning results to customers.*

A reimagined service addressing all of the above could be created at the Discovery Garden area. A cost effective, regulation-light approach would be to purchase and install a free-standing shed, such as those sold by local hardware stores.

An electric grinder could be installed in a tiny space in an existing building, using existing electric service. the other components of a service could be easily organized in the new shed around very small power requirements - primarily an overhead light and a low temperature drying cabinet - supplied by simple solar panels installed on the roof, connected to a battery, such as those sold for off-grid camping. The minimal water needed could be brought from an outside hose and returned to the garden after use. (The existing service at the OSU building requires hauling a bucket of dirty water down a flight of stairs to outside. A change to water supplied from a nearby hose would actually be more convenient!).

Supplying the service needs in this low-tech manner would, of course, keep initial investment and ongoing operating costs modest. At least as importantly, however, it is entirely consistent with a sustainable, ecologically responsible philosophy.

Concurrent with creating new space, an on-line ordering, payment and reporting service could be created using one of the multiple commercial services available (Square and PayPal are examples.) This would e linked from the existing MG website.

Finally, existing testing equipment and methods should be reviewed with OSU resources, to determine whether any of them could be updated to increase accuracy or efficiency.

If the DCMG Executive Board is in favor of the concept, a detailed plan, including costs, could be developed within 90 days, then presented for discussion and ultimately approval by the membership.

Kay Livermore made a motion for the Soil Testing Committee to proceed with a detailed plan, including costs, to be submitted to the membership for discussion and approval within 90 days. Bonnie Courter seconded the motion. The motion was voted on and approved by unanimous consent.

Swinger Bars - Kay Livermore: Kay will wait until the chapter meeting for her report. Kay asked for input from the Board on how we should count “year one” of membership for the 2021 new trainees since they didn’t complete their training until November. Julie felt we should count the year they graduate as “year one” of their membership, regardless of when they complete training, and a consensus agreed.

Trash to Treasure - Ann Severson: \$1200 was made in the quick sale in November. Ann will take donations anytime at her house or at the greenhouse when she’s there, as long as they are not large items.

Victory Garden - Carolyn Ruzicka: (Not present, her report)

The garden is still “sleeping” over the winter. We plan on meeting with the volunteers towards the end of February or first part of March to lay wood chips down the aisles. Panels will be rotated to accommodate our crop rotation plan. Onion sets have been ordered. I have worked with the Westside greenhouse ladies in ordering seed and when plants are hopefully ready to set out. Cabbage is first on the list to be planted in early March.

Waddington Fund - Team:

After 3 months of fact-finding, meetings and discussions, the Waddington Funds Committee (Toni Rudolph, Patrice Sipos, Lenore Drake, Steve Renquist, Georgia Richards, Kish Doyle, Nancy Fuller, Diane Smith-Lewsadder and Julie Stanbery) has the following proposal for investing the Waddington Funds:

DCMG should break the funds into two categories: 80% of the money (approximately \$72,000) in a long-term mutual fund company and 20% (approximately \$18,000) in a short-term 6 month CD.

We recommend Vanguard Balanced Index Fund Admiral Shares which is a mutual fund and the CD (certificate of deposit) from Northwest Community Credit Union where we have our bank account.

Mutual fund money will be considered a long-term investment that will be seed money for future endeavors. The balance of 20% enables us to fund short-term needs and still earn interest.

Bonnie Courter made a motion to recommend the committee’s proposal be approved and to present it to membership at the January chapter meeting. Kay seconded the motion. The motion was voted on and approved unanimously.

OLD BUSINESS: OMGA Review - Chris Rusch

OMGA is still compiling results of the recent survey that was sent out. It was generally felt that there was too much narrative in the survey, and many chapters had multiple members reply instead of the chapter as a whole. Many chapters have partnerships with community organizations which DCMG really doesn't have on a formal basis. The intent of the survey was to see where chapters were in creating partnerships and if they are diverse. OSU's focus is big on diversity and inclusion right now. Discussion ensued. Bottom line, since we represent OSU, we have to work under their auspices.

NEW BUSINESS: ByLaws/Policy review report

A few DCMG officers recently met to review the ByLaws as is done yearly. Their recommended changes were reviewed by Julie for approval before the whole Board. **Kay Livermore recommended that these changes be presented to members at the January chapter meeting for approval. Diana seconded the motion. The motion passed unanimously.** The Secretary will send the proposed ByLaws changes out to the membership before the chapter meeting by email.

SHOW AND TELL

Ann Severson met someone who comes out every year to Discovery Garden and raved about how beautiful it was, and thanked us for taking such good care.

ANNOUNCEMENTS:

Thursday, January 27, Extension Auditorium
9:00 Continuing Education
10:00 Chapter Meeting

ADJOURNMENT: The meeting was adjourned at 12:10.

Respectfully submitted,
Bonnie Courter, Secretary

11:00 AM
01/11/22

Douglas County Master Gardeners
Account Balances
As of January 11, 2022

	Jan 11, 22	
	Debit	Credit
10000 · BANK ACCOUNTS:10104 · NWCC - WADDINGTON F...	89,530.74	
10000 · BANK ACCOUNTS:10103 · NWCC - MMK SAVINGS	35,945.52	
10000 · BANK ACCOUNTS:10102 · NWCC - RESERVE ACCO...	5,009.28	
10000 · BANK ACCOUNTS:10101 · NWCC - CHECKING	492.84	
TOTAL	<u>130,978.38</u>	<u>0.00</u>

Douglas County Master Gardeners
Cash Flow - Profit & Loss
November 18, 2021 through January 11, 2022

	<u>Nov 18, '21 - Jan 11, 22</u>
Income	
43400 · DONATIONS	
43410 · Contributions	750.00
43420 · Amazon Smile Foundation	36.80
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Total 43400 · DONATIONS	786.80
45000 · Interest Income - Bank	32.57
47000 · SPECIAL EVENTS	
47100 · PLANT SALE	
47140 · Sales - Post Event	32.00
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Total 47100 · PLANT SALE	32.00
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Total 47000 · SPECIAL EVENTS	32.00
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Total Income	851.37
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Gross Profit	851.37
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Expense	
60000 · EXPENSES	
61000 · MANAGEMENT & GENERAL	
61100 · AWARDS & BANQUET	
61120 · Banquet	162.74
61130 · Swinger Bars	6.00
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Total 61100 · AWARDS & BANQUET	168.74
61500 · ADMINISTRATION	
61560 · Newsletter Printing & Postage	30.74
61580 · Postage for Exec Board	11.60
61590 · Supplies for Exec Board	12.00
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Total 61500 · ADMINISTRATION	54.34
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Total 61000 · MANAGEMENT & GENERAL	223.08
62000 · PROGRAM SERVICE PROJECT (PSP)	
62200 · CLINIC & OFFICE	
62260 · Plant Clinic & Office Supplies	43.99
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Total 62200 · CLINIC & OFFICE	43.99
62400 · DISCOVERY GARDEN (DG)	
62409 · Compost/Biochar/Vermiculture	60.99
62417 · Educational Signage	60.02
62449 · Maintenance DG	17.99
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Total 62400 · DISCOVERY GARDEN (DG)	139.00
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Total 62000 · PROGRAM SERVICE PROJECT (PSP)	182.99

Douglas County Master Gardeners
Cash Flow - Profit & Loss
November 18, 2021 through January 11, 2022

	<u>Nov 18, '21 - Jan 11, 22</u>
63000 · HORTICULTURAL LEARNING CTR(HLC)	
63125 · Eastside Greenhouse Supplies	127.21
63145 · HLC Maintenance	187.81
63160 · Toilet Repairs & Supplies	16.99
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Total 63000 · HORTICULTURAL LEARNING CTR(HLC)	332.01
65000 · SPECIAL EVENTS	
65100 · PLANT SALE (PS)	
65110 · Advertising	67.99
65140 · Next Year's Seeds	800.00
65150 · Next Year's Supplies - PS	529.28
65164 · Plants - Eastside	52.75
65168 · Plants - Westside	223.13
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Total 65100 · PLANT SALE (PS)	1,673.15
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Total 65000 · SPECIAL EVENTS	1,673.15
66000 · UTILITIES	
66010 · Electricity - HLC	
66010.2 · Electricity - 82346502 - HLC	246.82
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Total 66010 · Electricity - HLC	246.82
66020 · Electricity - Pump	
66020.2 · Electricity - 81156829 - Pump	140.18
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Total 66020 · Electricity - Pump	140.18
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Total 66000 · UTILITIES	387.00
67000 · EXPENSE APPROVED NOT BUDGETED	
67008 · Waddington Memorial	137.99
67048 · Legal Consultation	259.50
67050 · Class Fees	100.00
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Total 67000 · EXPENSE APPROVED NOT BUDGETED	497.49
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Total 60000 · EXPENSES	3,295.72
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Total Expense	3,295.72
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Net Income	-2,444.35
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01/11/22
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	90,869.72	736.00	90,133.72
43420 · Amazon Smile Foundation	151.45	78.00	73.45
43430 · Kroger Community Rewards	81.68	66.00	15.68
43435 · BottleDrop	499.40	415.00	84.40
Total 43400 · DONATIONS	<u>91,602.25</u>	<u>1,295.00</u>	<u>90,307.25</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	115.72	35.00	80.72
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	1,920.00	500.00	1,420.00
47150 · Sales - Pre Event	805.00	805.00	0.00
Total 47100 · PLANT SALE	<u>9,766.64</u>	<u>8,353.00</u>	<u>1,413.64</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>15,247.94</u>	<u>12,553.00</u>	<u>2,694.94</u>
Total Income	<u>112,395.41</u>	<u>19,118.00</u>	<u>93,277.41</u>
Gross Profit	112,395.41	19,118.00	93,277.41
Expense			
60000 · EXPENSES			
61000 · MANAGEMENT & GENERAL			
61100 · AWARDS & BANQUET			
61110 · Awards	506.42	618.42	-112.00
61120 · Banquet	162.74	224.00	-61.26
Total 61100 · AWARDS & BANQUET	<u>669.16</u>	<u>842.42</u>	<u>-173.26</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>

01/11/22
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	135.00	-92.01
61550 · Liability Insurance	723.00	787.00	-64.00
61560 · Newsletter Printing & Postage	239.26	193.00	46.26
61580 · Postage for Exec Board	75.00	106.00	-31.00
61590 · Supplies for Exec Board	12.00	127.00	-115.00
Total 61500 · ADMINISTRATION	<u>1,141.96</u>	<u>1,398.00</u>	<u>-256.04</u>
Total 61000 · MANAGEMENT & GENERAL	1,811.12	2,769.42	-958.30
62000 · PROGRAM SERVICE PROJECT (PSP)			
62200 · CLINIC & OFFICE			
62260 · Plant Clinic & Office Supplies	60.47	100.00	-39.53
62280 · Soil Testing	254.58	450.00	-195.42
62290 · Website Development	116.40	150.00	-33.60
Total 62200 · CLINIC & OFFICE	<u>431.45</u>	<u>700.00</u>	<u>-268.55</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	150.00	150.00	0.00
62449 · Maintenance DG	1,162.85	1,252.00	-89.15
Total 62400 · DISCOVERY GARDEN (DG)	<u>1,535.18</u>	<u>1,402.00</u>	<u>133.18</u>
Total 62000 · PROGRAM SERVICE PROJECT (PSP)	2,057.60	2,202.00	-144.40
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	231.85	800.00	-568.15
63130 · Garbage Dump Fee	0.00	144.00	-144.00
63140 · HLC Fire Extinguishers	54.00	58.00	-4.00
63145 · HLC Maintenance	558.46	604.00	-45.54
63160 · Toilet Repairs & Supplies	16.99	94.00	-77.01
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>1,740.18</u>	<u>3,368.00</u>	<u>-1,627.82</u>

01/11/22
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	67.99	200.00	-132.01
65140 · Next Year's Seeds	800.00	800.00	0.00
65150 · Next Year's Supplies - PS	648.62	800.00	-151.38
65164 · Plants - Eastside	52.75	150.00	-97.25
65168 · Plants - Westside	650.00	650.00	0.00
65170 · Supplies	1,715.34	2,033.00	-317.66
Total 65100 · PLANT SALE (PS)	3,934.70	4,633.00	-698.30
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	5,252.43	7,893.00	-2,640.57
66000 · UTILITIES			
66010 · Electricity - HLC			
66010.2 · Electricity - 82346502 - HLC	2,764.46	2,964.00	-199.54
Total 66010 · Electricity - HLC	2,764.46	2,964.00	-199.54
66020 · Electricity - Pump			
66020.2 · Electricity - 81156829 - Pump	256.69	301.00	-44.31
Total 66020 · Electricity - Pump	256.69	301.00	-44.31
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	3,636.39	4,411.00	-774.61
67000 · EXPENSE APPROVED NOT BUDGETED			
67002 · CPA consultation	100.00	100.00	0.00
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	897.70	1,743.70	-846.00
Total 60000 · EXPENSES	15,395.42	22,387.12	-6,991.70
Total Expense	15,395.42	22,387.12	-6,991.70
Net Income	96,999.99	-3,269.12	100,269.11