

DOUGLAS COUNTY MASTER GARDENERS
Executive Board Meeting
May 11, 2022

Call to Order: The meeting was called to order at 10:05. There were 20 in attendance including President Julie Stanbery, Past President Nancy Fuller, Vice-President Diana Woodward, Membership Kay Livermore, OMGA Reps Kish Doyle and Barbie Hamby, Treasurer Dawnetta Loomis, and Secretary Bonnie Courter.

Agenda Approval: Add Fall Training Program under New Business.

Minutes Approval: The minutes were approved as posted.

OFFICER REPORTS

Past President - Nancy Fuller: Nothing to report.

Membership - Kay Livermore: Two more members paid their dues bringing a total of 210. We have three 2020 students who have not completed their 60 hours. Lynda Harding needs 2 more hours, Mark Ramp needs 12, and Kathy Hutchings still has 31.5 hours to complete. Kish will look into who Kathy's mentor is, and will give Kathy a call personally, telling her she needs to have her hours completed by November 1 or she will no longer be a member. She also needs to pay \$100 if not done by the deadline.

OMGA - Kish Doyle:

- Annual grant requests and award nominations are due by May 15th. Chris Rusch wants to apply for the Educator Grant for Spring Into Gardening.
- Mini-College, or as it is now known as "Joy of Gardening", will be held on the OSU campus on July 29-30. OMGA Executive Board meeting will be on the 28th - all are welcome to attend. The Hilton Garden Inn has accommodations as well as campus housing. It is open to the public and more volunteers are needed.
- Each chapter needs to bring 10 items, each worth at least \$25, for the silent auction. Any donations should be given to Kish by July 25. Let Kish know by July 10 if you have donations for the auction.

Treasurer - Dawnetta Loomis: The Plant Sale total income to date is \$44,404.71 which includes \$4,152 of seed money for the cashiers. She is still working on some Square transactions that haven't come in yet. A \$200 check came in from BottleDrop, and three new students will get their \$100 refunds for completing their hours. Vanguard forms have been turned in - just waiting for final approval.

Vice-President - Diana Woodward: Ann Severson will speak on succulents at the May chapter meeting. The June chapter meeting and potluck will be at the home of Dave & Sharon Hopkins. Dawnetta Loomis will host in July.

President - Julie Stanbery: Dr. Lyles, the new OSU Vice-Provost for University Outreach & Engagement, will be coming to Douglas County June 23 to meet with Extension Staff and the County commissioners. Julie has invited him to visit the Discovery Garden that day from

4:15-5:30. It would be nice to have some MG's there and have some finger foods available for him.

COMMITTEE REPORTS

Awards - Ann Severson: Sunday's Awards Social is set for 2:00-5:00 at the Sutherlin Community Center. MG's are to bring finger foods to share.

Awards Banquet - Judy Huntley: Not present. Ann gave the report.

Awards Nominations - Kay Livermore: Kay will present the award nominations at the Awards Social.

Community Outreach - Team: We still need a leader for Community Outreach. When working with children, MG volunteers need a background check if no adult or parent are present. Steve talked with Leo regarding Community Outreach, and they find it hard to get the public to show up for planned activities or events except for the garden clubs. Any ideas to help get more public involvement to these would be welcome.

Discovery Garden - Julie Stanbery: The calendar sign up for using the pavilion is in the Plant Clinic. Staff can use the pavilion as an outdoor classroom. As MG's, we can reserve it for small groups for personal use. The only stipulation is that the MG needs to be there at the event and be responsible to clean up afterwards.

We will start irrigation in a week or so. Some tables need to be sanded and repainted - could use some help with that task.

Facebook - Barbara Horst: Not present. Barbara will report at the next chapter meeting.

Fair Booth - Diane Smith-Lewsadder: Not present. Diane will report at the next chapter meeting.

Fundraising - Nathan Baily: Not present. \$200 were received for BottleDrop.

Greenhouse West - Carol Bolt: They are doing propagation and selling peppers with real names to them for \$1.25. One flat of tomatoes was left after the sale. Carol commented on the numerous \$100 bills she had to make change for at the entrance to the sale!

Greenhouse East - Bonnie Durick: Logan Bennett came out to the greenhouses to test the bad potting soil purchased from the Coop. It was decided that with his help, we are going to make our own soil instead of purchasing it. We go through 30-40 yards a year, at a cost of about \$1000, so it will save money and we will know it's good quality. The bin will be behind the Westside greenhouse. We sold 2/3 of the plants at the sale. A new position is needed, someone to maintain the heaters.

Hallmark - Linda Thames: One card was sent to Kay Livermore for her back surgery.

Insect Committee - Richard Johnstone: Richard is retiring from this position, looking for a replacement to work with Roger Djemal.

Newsletter - Bonnie Courter: Nothing to report.

Plant Clinic - Chris Rusch:

The Plant Clinic has been busy in April. We had over 80 visitors, phone calls and emails in April. Many insect, plant identification and garden questions continue to come in.

We are lucky to have a great training team for 2022 with Leo Grass, Bonnie Courter, Linda Estep, Diane Smith-Lewsadder, Doralee Hayden, and Chris Rusch. A BIG thank you to all of you who regularly work at the Plant Clinic!

Our Plant Clinic is now open to all volunteers. We have lots of openings, so please sign up.

Plant Sale - Bonnie Durick:

- The Plant Sale was a spectacular success. We went well over our projected budget. 2500 people came out. Next year we will need more plants - by 10:30 we had empty tables. The serpentine line for checkout worked well. No one complained. Youth groups did great and were a big help. We ran out of boxes so we need to collect boxes now for next year. We will sell plants at the greenhouses throughout the summer.
- 2023 will be Bonnie's last year as Plant Sale Chair. She needs someone to shadow her next year or take over.

Publicity - Cheryl Caplan: Not present. She asked that MG's return their lawn signs and banners to the Plant Clinic.

Soils - Patrice Glasscock: The new soils lab is ready to go. Phase 1 is done. They will move in on May 19th. Ken Hays helped with the demo and offered insulation for the building. Patrice's husband and son put in 60 hours of work on it. They will move in on May 19th.

Swinger Bars - Kay Livermore: No report.

Trash to Treasure - Ann Severson: Three weeks are left before the sale. The loading dock is for pre-priced items - setup day donations will have to wait til priced items are unloaded. Bring donations to her house or meet her at the HLC. June 3 is setup, starting at 11:00. Julie will get drivers to help deliver donations. Bring snacks to share. Ann's goal is \$5,000. Cash or check only.

Victory Garden - Carolyn Ruzicka: After a couple of weeks off, the Victory Garden met Tuesday with a great crew. We discovered some type of critter (maybe rabbits), has been eating the pea plants, so the peas were replanted for a third time and covered with frost cloth to dissuade munching critters. The cover crop of fava beans were cut down to make ready for tomatoes and beans to be planted in the next couple weeks. 11 pounds of produce was harvested including rhubarb, asparagus, radishes and Swiss chard, and delivered to UCAN. We also did a bit of weeding.

Steve's Minute: If you have apple or pear trees, it's a critical time to spray for coddling moth. Bloom was pushed back to the end of April due to the cold and rain. Best to wait about 3-4 weeks after the end of bloom to put out your traps. The first spray should be May 25th or so. If

you want to use Cyd-X, see Steve as he has a supply. Be sure and alternate products of Spinosad, Cyd-X, and a horticultural oil every two weeks throughout the summer. When the rains end, use a fungicide spray like Immunox or a copper-based product. Get spreader stickers for the Cyd-X spray. Don't use city water in your mix as it contains chlorine - let it sit awhile or use well water.

OLD BUSINESS: Laptop Purchase - Kish Doyle: The laptop we've been using for training is too old to use anymore. We need something that has updated software and enough memory to run streaming programs. We want one that is just for MG use. Kish looked into a number of sources and costs which she presented at the meeting. We are looking for a 14-15" laptop, 8 GB, 256 GB of storage, solid state hard drive, software like Powerpoint for presentations, in the range of \$400-\$450. She will do some more research and present her findings at the next chapter meeting.

NEW BUSINESS:

Fall Training Class - Bonnie Courter:

On May 3, Julie Stanbery, Bonnie Courter, Diana Woodward and Dawnetta Loomis met with Gail Langelotto at the Lane County Extension office to discuss our desire to have a fall training class again this year. We came prepared with a projected lecture schedule, reports of how well our class went and the benefits of the fall vs the winter season. Kish had also done a survey of 8 other OMGA chapters, getting their feedback, which supported our claims.

In the end, Gail gave us the go-ahead to conduct a fall class as long as we include all the requirements set by OSU. Class will again be 8 weeks starting September 6 - October 25. There will be 4 Thursday classes as well which will be hands-on activities at the HLC and out in the field. Bonnie and Kish will again coordinate the class, but this will be their last year. They are insisting on two MG's stepping up to shadow them throughout the process so they can take over for the 2023 class.

Anyone who is interested in taking the class should contact the Extension office to be put on a waiting list.

Officer Nominations - Julie Stanbery: Kish would like to step down as OMGA Rep. The rest of the Board will stay on, but if anyone would like to be on the board, they are more than welcome to put their hat in the ring. Julie will ask membership at the next meeting if anyone wants to nominate themselves.,

SHOW AND TELL: None.

ANNOUNCEMENTS

Thursday, May 26 - Continuing Education, 9:00, Ann Severson on succulents
Chapter Meeting, 10:00

ADJOURNMENT: The meeting was adjourned at 11:45.

Respectfully submitted,
Bonnie Courter, Secretary

12:00 AM
05/11/22

Douglas County Master Gardeners
Account Balances
As of May 10, 2022

	May 10, 22	
	Debit	Credit
10000 · BANK ACCOUNTS:10104 · NWCC - WADDINGTON F...	71,860.27	
10000 · BANK ACCOUNTS:10103 · NWCC - MMK SAVINGS	65,017.34	
10000 · BANK ACCOUNTS:10105 · NWCC - 6 Month CD	17,716.80	
10000 · BANK ACCOUNTS:10102 · NWCC - RESERVE ACCO...	5,010.10	
10000 · BANK ACCOUNTS:10101 · NWCC - CHECKING	1,920.46	
TOTAL	<u>161,524.97</u>	<u>0.00</u>

Douglas County Master Gardeners
 Cash Flow - Profit & Loss
 April 28 through May 10, 2022

	Apr 28 - May 10, 22
Income	
43400 · DONATIONS	
43430 · Kroger Community Rewards	25.58
Total 43400 · DONATIONS	25.58
44800 · DUES- MEMBERSHIP	40.00
45000 · Interest Income - Bank	15.40
47000 · SPECIAL EVENTS	
47100 · PLANT SALE	
47110 · Raffle	1,402.00
47120 · Entrance Fees	7,547.25
47130 · Sales - Event	29,244.26
47150 · Sales - Pre Event	3,541.02
47160 · Sales - Vendors' Booths	2,589.20
Total 47100 · PLANT SALE	44,323.73
Total 47000 · SPECIAL EVENTS	44,323.73
Total Income	44,404.71
Gross Profit	44,404.71
Expense	
60000 · EXPENSES	
61000 · MANAGEMENT & GENERAL	
61500 · ADMINISTRATION	
61560 · Newsletter Printing & Postage	16.77
Total 61500 · ADMINISTRATION	16.77
Total 61000 · MANAGEMENT & GENERAL	16.77
63000 · HORTICULTURAL LEARNING CTR(HLC)	
63145 · HLC Maintenance	23.00
Total 63000 · HORTICULTURAL LEARNING CTR(HLC)	23.00
65000 · SPECIAL EVENTS	
65100 · PLANT SALE (PS)	
65110 · Advertising	394.80
65100 · PLANT SALE (PS) - Other	4,152.00
Total 65100 · PLANT SALE (PS)	4,546.80
Total 65000 · SPECIAL EVENTS	4,546.80
66000 · UTILITIES	
66010 · Electricity - HLC	
66010.2 · Electricity - 82346502 - HLC	508.99
Total 66010 · Electricity - HLC	508.99

12:01 AM
05/11/22
Cash Basis

Douglas County Master Gardeners
Cash Flow - Profit & Loss
April 28 through May 10, 2022

	<u>Apr 28 - May 10, 22</u>
66020 · Electricity - Pump	
66020.2 · Electricity - 81156829 - Pump	4.00
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Total 66020 · Electricity - Pump	4.00
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Total 66000 · UTILITIES	512.99
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67000 · EXPENSE APPROVED NOT BUDGETED	
67055 · Soil Testing Overhaul	533.84
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Total 67000 · EXPENSE APPROVED NOT BUDGETED	533.84
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Total 60000 · EXPENSES	5,633.40
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Total Expense	5,633.40
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Net Income	38,771.31
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05/11/22
Cash Basis

Douglas County Master Gardeners
Actual vs Budget
January through December 2022

	<u>Jan - Dec 22</u>	<u>Budget</u>	<u>\$ Over Budget</u>
Income			
43400 · DONATIONS			
43410 · Contributions	125.00	0.00	125.00
43420 · Amazon Smile Foundation	39.10	100.00	-60.90
43430 · Kroger Community Rewards	62.07	75.00	-12.93
43435 · BottleDrop	452.60	750.00	-297.40
Total 43400 · DONATIONS	<u>678.77</u>	<u>925.00</u>	<u>-246.23</u>
44800 · DUES- MEMBERSHIP			
44810 · Membership Dues	2,086.25	2,290.00	-203.75
44820 · Newsletter - Income	227.50	245.00	-17.50
44830 · Class Fees	0.00	0.00	0.00
Total 44800 · DUES- MEMBERSHIP	<u>2,313.75</u>	<u>2,535.00</u>	<u>-221.25</u>
45000 · Interest Income - Bank	63.19	200.00	-136.81
46400 · PROGRAM SERVICE PROJECT (PSP)			
46440 · Soil Testing	500.00	1,200.00	-700.00
Total 46400 · PROGRAM SERVICE PROJECT (PSP)	<u>500.00</u>	<u>1,200.00</u>	<u>-700.00</u>
47000 · SPECIAL EVENTS			
47100 · PLANT SALE			
47110 · Raffle	1,402.00	1,200.00	202.00
47120 · Entrance Fees	7,547.25	2,500.00	5,047.25
47130 · Sales - Event	29,244.26	23,000.00	6,244.26
47140 · Sales - Post Event	0.00	800.00	-800.00
47150 · Sales - Pre Event	4,836.51	3,000.00	1,836.51
47160 · Sales - Vendors' Booths	2,589.20	3,000.00	-410.80
Total 47100 · PLANT SALE	<u>45,619.22</u>	<u>33,500.00</u>	<u>12,119.22</u>
47210 · Bake Sale	0.00	0.00	0.00
47220 · Compost Tea	0.00	900.00	-900.00
47230 · Tee Shirt Sales	0.00	0.00	0.00
47240 · Trash-To-Treasure	1,380.23	3,500.00	-2,119.77
Total 47000 · SPECIAL EVENTS	<u>46,999.45</u>	<u>37,900.00</u>	<u>9,099.45</u>
Total Income	<u>50,579.83</u>	<u>42,760.00</u>	<u>7,819.83</u>
Gross Profit	50,579.83	42,760.00	7,819.83
Expense			
60000 · EXPENSES			
61000 · MANAGEMENT & GENERAL			
61100 · AWARDS & BANQUET			
61110 · Awards	306.05	350.00	-43.95
61120 · Banquet	222.77	500.00	-277.23
61130 · Swinger Bars	84.00	200.00	-116.00
Total 61100 · AWARDS & BANQUET	<u>612.82</u>	<u>1,050.00</u>	<u>-437.18</u>

05/11/22
Cash Basis

**Douglas County Master Gardeners
Actual vs Budget
January through December 2022**

	<u>Jan - Dec 22</u>	<u>Budget</u>	<u>\$ Over Budget</u>
61200 · CONFERENCES			
61240 · OMGA Quarterly Meetings	0.00	1,225.00	-1,225.00
Total 61200 · CONFERENCES	0.00	1,225.00	-1,225.00
61300 · OMGA Dues			
61310 · Names Badges	48.00	54.00	-6.00
61300 · OMGA Dues - Other	1,040.00	1,603.00	-563.00
Total 61300 · OMGA Dues	1,088.00	1,657.00	-569.00
61400 · GRANTS/GIFTS/SCHOLARSHIPS			
61420 · 4-H Donation	0.00	80.00	-80.00
61440 · Gifts - Hallmark postage/cards	0.00	50.00	-50.00
61450 · Gifts - Miscellaneous	0.00	0.00	0.00
61460 · Gifts - Officers	0.00	50.00	-50.00
61470 · Grant Purchases	0.00	0.00	0.00
61480 · Scholarships	0.00	400.00	-400.00
Total 61400 · GRANTS/GIFTS/SCHOLARSHIPS	0.00	580.00	-580.00
61500 · ADMINISTRATION			
61510 · Bank Charges	3.00	0.00	3.00
61520 · Check Print Charges	0.00	100.00	-100.00
61540 · Hospitality	0.00	100.00	-100.00
61550 · Liability Insurance	0.00	800.00	-800.00
61560 · Newsletter Printing & Postage	74.18	245.00	-170.82
61580 · Postage for Exec Board	34.80	112.00	-77.20
61590 · Supplies for Exec Board	0.00	105.00	-105.00
Total 61500 · ADMINISTRATION	111.98	1,462.00	-1,350.02
Total 61000 · MANAGEMENT & GENERAL	1,812.80	5,974.00	-4,161.20
62000 · PROGRAM SERVICE PROJECT (PSP)			
62200 · CLINIC & OFFICE			
62240 · Insects	0.00	100.00	-100.00
62250 · Library	0.00	100.00	-100.00
62260 · Plant Clinic & Office Supplies	0.00	175.00	-175.00
62280 · Soil Testing	330.55	500.00	-169.45
62290 · Website Development	0.00	150.00	-150.00
Total 62200 · CLINIC & OFFICE	330.55	1,025.00	-694.45
62300 · COMMUNITY OUTREACH			
62310 · DC Fair Outreach Booth	0.00	400.00	-400.00
62320 · Printing Materials 4 Outreach	0.00	100.00	-100.00
Total 62300 · COMMUNITY OUTREACH	0.00	500.00	-500.00

05/11/22
Cash Basis

Douglas County Master Gardeners
Actual vs Budget
January through December 2022

	<u>Jan - Dec 22</u>	<u>Budget</u>	<u>\$ Over Budget</u>
62400 · DISCOVERY GARDEN (DG)			
62402 · Butterfly Garden	0.00	500.00	-500.00
62405 · Children's Garden	0.00	300.00	-300.00
62409 · Compost/Biochar/Vermiculture	0.00	80.00	-80.00
62413 · Easy Access (Container Garden)	0.00	300.00	-300.00
62417 · Educational Signage	0.00	150.00	-150.00
62421 · Entry Garden	0.00	50.00	-50.00
62425 · Herb Garden	0.00	100.00	-100.00
62429 · Hummingbird Garden	0.00	80.00	-80.00
62433 · Iris Garden	0.00	0.00	0.00
62437 · Irrigation	0.00	300.00	-300.00
62441 · Japanese Garden	0.00	60.00	-60.00
62445 · Kiosk - Donor Board	0.00	100.00	-100.00
62449 · Maintenance DG	28.46	900.00	-871.54
62453 · Mulch	0.00	600.00	-600.00
62457 · Orchard	0.00	0.00	0.00
62461 · Ornamental Garden	0.00	0.00	0.00
62465 · Pavilion	0.00	0.00	0.00
62469 · Perennial Boarder	0.00	300.00	-300.00
62473 · Raised Beds (Dahlia-Lily)	166.94	300.00	-133.06
62477 · Rock Garden	0.00	470.00	-470.00
62481 · Shade Garden	0.00	0.00	0.00
62488 · Straw Bale Garden	0.00	0.00	0.00
62498 · Xeriscape Garden	0.00	100.00	-100.00
Total 62400 · DISCOVERY GARDEN (DG)	<u>195.40</u>	<u>4,690.00</u>	<u>-4,494.60</u>
Total 62000 · PROGRAM SERVICE PROJECT (PSP)	525.95	6,215.00	-5,689.05
63000 · HORTICULTURAL LEARNING CTR(HLC)			
63110 · Annual Pumping Expense (Diver)	0.00	300.00	-300.00
63120 · Eastside Greenhouse Maintenance	0.00	1,000.00	-1,000.00
63125 · Eastside Greenhouse Supplies	0.00	1,200.00	-1,200.00
63130 · Garbage Dump Fee	0.00	150.00	-150.00
63140 · HLC Fire Extinguishers	0.00	80.00	-80.00
63145 · HLC Maintenance	466.93	1,200.00	-733.07
63150 · HLC Orchard	0.00	500.00	-500.00
63160 · Toilet Repairs & Supplies	0.00	150.00	-150.00
63170 · Tree Trimming Professional	1,000.00	1,000.00	0.00
63180 · Victory Garden	128.19	730.00	-601.81
63185 · Victory Garden Signage	0.00	70.00	-70.00
63190 · Westside Greenhouse Maintenance	0.00	1,000.00	-1,000.00
63195 · Westside Greenhouse Supplies	0.00	350.00	-350.00
Total 63000 · HORTICULTURAL LEARNING CTR(HLC)	<u>1,595.12</u>	<u>7,730.00</u>	<u>-6,134.88</u>

05/11/22
Cash Basis

Douglas County Master Gardeners
Actual vs Budget
January through December 2022

	Jan - Dec 22	Budget	\$ Over Budget
65000 · SPECIAL EVENTS			
65100 · PLANT SALE (PS)			
65110 · Advertising	530.24	1,500.00	-969.76
65120 · Contributions - PS Volunteers	0.00	300.00	-300.00
65130 · Exhibit Fees	3,246.00	3,412.00	-166.00
65140 · Next Year's Seeds	0.00	850.00	-850.00
65150 · Next Year's Supplies - PS	0.00	0.00	0.00
65164 · Plants - Eastside	41.00	400.00	-359.00
65168 · Plants - Westside	0.00	800.00	-800.00
65170 · Supplies	552.57	6,100.00	-5,547.43
65180 · Vendor Costs	0.00	200.00	-200.00
Total 65100 · PLANT SALE (PS)	4,369.81	13,562.00	-9,192.19
65190 · PROPANE TANKS			
65191 · Eastside Greenhouse #1 75532	600.00	600.00	0.00
65193 · Eastside Greenhouse #2 MO327516	600.00	600.00	0.00
65196 · Westside Greenhouse #3 49518	435.74	500.00	-64.26
65198 · Westside Greenhouse #500 48450	468.71	500.00	-31.29
Total 65190 · PROPANE TANKS	2,104.45	2,200.00	-95.55
65230 · Compost Tea	0.00	145.00	-145.00
65290 · Trash-To-Treasure	0.00	475.00	-475.00
Total 65000 · SPECIAL EVENTS	6,474.26	16,382.00	-9,907.74
66000 · UTILITIES			
66010 · Electricity - HLC			
66010.2 · Electricity - 82346502 - HLC	2,080.71	3,000.00	-919.29
Total 66010 · Electricity - HLC	2,080.71	3,000.00	-919.29
66020 · Electricity - Pump			
66020.2 · Electricity - 81156829 - Pump	4.00	150.00	-146.00
Total 66020 · Electricity - Pump	4.00	150.00	-146.00
66050 · Water - Heleck Hall Meter	0.00	1,000.00	-1,000.00
66060 · Water - Caretakers Meter	0.00	50.00	-50.00
Total 66000 · UTILITIES	2,084.71	4,200.00	-2,115.29
67000 · EXPENSE APPROVED NOT BUDGETED			
67008 · Waddington Memorial	137.92	262.01	-124.09
67013 · Extension Educator Grant - 2020	327.03	400.00	-72.97
67015 · Backflow Pipe	519.00	519.00	0.00
67016 · Ferrellgas	970.61	3,000.00	-2,029.39
67045 · HLC-Tree Trimming	1,000.00	1,000.00	0.00
67050 · Class Fees	0.00	1,700.00	-1,700.00
67055 · Soil Testing Overhaul	533.84	1,500.00	-966.16
Total 67000 · EXPENSE APPROVED NOT BUDGETED	3,488.40	8,381.01	-4,892.61
Total 60000 · EXPENSES	15,981.24	48,882.01	-32,900.77

05/11/22
Cash Basis

Douglas County Master Gardeners
Actual vs Budget
January through December 2022

	<u>Jan - Dec 22</u>	<u>Budget</u>	<u>\$ Over Budget</u>
68001 - Voids	0.00	0.00	0.00
Total Expense	15,981.24	48,882.01	-32,900.77
Net Income	<u>34,598.59</u>	<u>-6,122.01</u>	<u>40,720.60</u>