

DOUGLAS COUNTY MASTER GARDENERS
Executive Board Meeting
April 12, 2023

Call to Order: The meeting was called to order at 10:03. There were 22 in attendance, including President Julie Stanbery, Vice-President Diana Woodward, Past President Nancy Fuller, Membership Kay Livermore, Treasurer Dawnetta Loomis, OMGA Reps Barbie Hamby and Patrice Sipos, and Secretary Bonnie Courter.

Agenda Approval: Add Victory Garden.

Minutes Approval: The minutes were approved as posted.

OFFICER REPORTS

Past President - Nancy Fuller: Nancy shared a website from the Audubon group where you can put in your zip code and it shows all the native plants in your area. You can find it at www.Audubon.org/native-plants.

Membership - Kay Livermore: Two members have dropped and we added one, Judith Mercer, for a total of 214.

OMGA - Barbie Hamby: Mark your calendars for the “Joy of Gardening” conference July 7 & 8 at OSU Alumni Center. The two keynote speakers are Tom Kaye on coping with climate change on Friday and for Saturday Antony Melathopoulos on pollinator health and increasing bee habitat. Registration opens May 15 and the website is <https://omga.org/mini-college-2023>.

Contributions from each chapter for the silent auction was increased to \$300 (10 or more items with a retail value of \$25-30 to total \$300). The deadline for contributions for the silent auction is July 1 and should be given to Barbie.

Treasurer - Dawnetta Loomis: She requested the water bill as well as a check of \$166 from BottleDrop. Waddington investment is almost done. \$1,065 was sent in to OMGA for dues.

We have some budget issues.

- Soil testing is getting close to being maxed out. Discussion ensued and it was decided to wait a couple of months since they had a large expenditure for chemicals, but are bringing in income to cover for that.
- Propane and electricity: propane is over budget now. It was brought up that with Suburban Propane, there's a pre-pay discount if paid by June. We don't know if Farrell does that so Dawnetta will look into that. Electricity is almost over budget. It should be raised another \$3000. **Dawnetta made a motion to raise the budget for electricity to \$6000. Diana Woodward seconded. The vote was unanimous.** This will be presented to membership April 27 for approval.
- Budget to replace Treasurer's Computer - Dawnetta will have Vicki McAlister check with Duck Soup and see if we can get a discount and estimates.

Vice-President - Diana Woodward: The next continuing education class will be an “interactive” with succulents by Ann Severson. May will be a potluck chapter meeting at Dave Clark and Iva GreyWolf’s house.

President - Julie Stanbery: The following are changes in committee heads:

Community Outreach: Cheryl Caplan & Dawn Shumack

Discovery Garden Iris Beds: Sue Waite & Andrea Collins

Worms: add Becky Carlson

MG Training: Gloria Cettina (delete Cynthia Moyer)

Fair Booth: Sharon Bordeaux (delete Diane Smith-Lewsadder)

MG Program Coordinator - Logan Bennett:

- Almost all the speakers for the Fall Class have been confirmed. The class will be 8 weeks - September 5 - October 24. John Panches will not be giving the class lecture on Botany this year. Chris Rusch will teach it instead. James Cassidy, a professor at OSU, will teach on soils.
- Logan is doing a vermicomposting class at the Glide Disposal site this Friday.
- There will be a State legislative meeting April 21 to present testimony on the value of Extension at UCC Jacoby Auditorium, 5:00-7:00 PM. Marianna Sierocinska, Ann Severson and Leo Grass will provide testimony and anyone is welcome to come.

COMMITTEE REPORTS

Blue Bags - Dawn Shumack: The tool shed is stocked and she brought some bags to the meeting.

Community Outreach - Cheryl Caplan:

There are 3 presentations this month:

- April 21 - 20-30 preschoolers, older students and adults from Oakland will tour the Discovery Garden. Leo could use some help with the tour.
- April 26 - Earth Day Fair at the UCC student center, 11:00-1:00.
- April 28 - building floral hanging baskets at Bridgewood Rivers. Cheryl will help with that.

Discovery Garden - Julie Stanbery: The garden is wet and weedy, so not much work can be done - maybe next week.

Fair Booth - Chris Rusch/Sharon Bordeaux: Not present. No report.

Greenhouse West - Carol Bolt: Making labels, pricing, cleaning plants, and transplanting. Grow lights were installed in the #2 greenhouse to see if that helps with seeding. We will work Tuesday and Thursday this week.

Greenhouse East - Ann Severson: Getting plants ready for the sale. They also have a rat problem. Kristin Jennings got a job through UCC works program, so will not be able to help Ann. Linda Witbeck will step in to help Ann. Tuesdays and Fridays will be work days.

Hallmark - Linda Thames: Not present. No report.

Insect Committee - Diana Woodward: They're making progress on identifying the spiders in the top drawer. Marianna Sierocinska and Laura Corder showed up and helped with computer work, using the "Picture This" app to help in identification.

MG Training Class - Gloria Cettina: The class will only be on Tuesdays - some will be at the HLC and Discovery Garden. Advertising will begin after the Plant Sale. They've set a limit of 27: 3 students to 1 mentor.

Newsletter - Bonnie Courter: No report.

Plant Clinic - Chris Rusch: First, I want to thank everyone who worked in March at our Plant Clinic! The Plant Clinic is one of our DCMG programs that reach out to our community to help people solve a wide range of gardening and landscape questions.

Our training for the class of 2022 is in full swing. We are lucky to have had a great team this year with Leo Grass, Barbara Horst, Doralee Hayden, Linda Estep, Diane Smith-Lewsadder, Gerry Crane, and Chris Rusch. The April calendar is full! Sign-ups for May are wide open.

Plant Sale - Karin Seder: Their last meeting was this morning and everything is going well. Looking for more volunteers to help.

Publicity - Cheryl Caplan: Everything is now focused on the Plant Sale. We will have a paid ad in the News-Review running 8 times, a radio ad, Facebook and social media, and Craigs List. She brought lawn signs to hand out along with flyers and bookmarks.

Soils - Gloria Cettina: Getting muddy samples in right now, but have ways to dry them out. Always trying to communicate better with the public.

Swinger Bars - Kay Livermore: No report.

Trash to Treasures - Ann Severson: No report.

Victory Garden - Carolyn Ruzicka: Our sign for the Victory Garden was installed this past Tuesday. Doug Gissel started the process last year, having the sign made of sheet metal. Larry Rich completed the process by installing the sign. A huge thank-you to both men! The sign is double-sided, and looks wonderful. It should last for many years to come.

OLD BUSINESS - Bylaws Review: The Bylaws was sent out for review by the Board. We still need to address Article VIII (Dissolution of the Association). It may be best to form a committee to find ways to perpetuate our money should our chapter dissolve without giving it all away to Extension. We should address this after the Plant Sale.

NEW BUSINESS - WSG additional request: The Westside Greenhouse would like to expand to the west in order to house more plants. This would entail moving the fence 12 feet out to the west where the compost piles are - necessitating a new watering system, gravel, a trellis roof for shade and new tables. Steve Hart said he will make the tables. \$1700 is the proposed estimate. Fred Alley made a motion to designate \$1700 to expand the WSG area. Kay Livermore seconded. It passed unanimously. We will recommend this to membership at the next chapter meeting.

SHOW AND TELL: Dawn Shumack bought a device called the “Oregon Slug Trap”. You bury it down to the rim into the soil, put cheap beer into it, and close the lid. It works really well! Coastal Farm has them for \$4.99.

ANNOUNCEMENTS:

April 27: Continuing Ed (9:00), Chapter Meeting (10:00)

ADJOURNMENT: The meeting was adjourned at 11:24.

Respectfully submitted,
Bonnie Courter, Secretary

11:30 PM
04/11/23

Douglas County Master Gardeners
Account Balances
As of April 11, 2023

	Apr 11, 23	
	Debit	Credit
10000 · BANK ACCOUNTS:10104 · NWCC - WADDINGTON FUND	72,043.87	
10000 · BANK ACCOUNTS:10103 · NWCC - MMK SAVINGS	40,704.12	
10000 · BANK ACCOUNTS:10105 · NWCC - 6 Month CD	17,783.91	
10000 · BANK ACCOUNTS:10102 · NWCC - RESERVE ACCOU...	5,012.39	
10000 · BANK ACCOUNTS:10101 · NWCC - CHECKING	1,074.67	
TOTAL	<u>136,618.96</u>	<u>0.00</u>

Douglas County Master Gardeners
Cash Flow - Profit & Loss
 March 30 through April 11, 2023

	<u>Mar 30 - Apr 11, 23</u>
Income	
45000 · Interest Income - Bank	65.41
46400 · PROGRAM SERVICE PROJECT (PSP)	
46440 · Soil Testing	50.00
Total 46400 · PROGRAM SERVICE PROJECT (PSP)	50.00
47000 · SPECIAL EVENTS	
47100 · PLANT SALE	
47150 · Sales - Pre Event	5.00
Total 47100 · PLANT SALE	5.00
Total 47000 · SPECIAL EVENTS	5.00
Total Income	120.41
Gross Profit	120.41
Expense	
60000 · EXPENSES	
61000 · MANAGEMENT & GENERAL	
61100 · AWARDS & BANQUET	
61130 · Swinger Bars	42.00
Total 61100 · AWARDS & BANQUET	42.00
61300 · OMGA Dues	1,065.00
61400 · GRANTS/GIFTS/SCHOLARSHIPS	
61460 · Gifts - Officers	20.00
Total 61400 · GRANTS/GIFTS/SCHOLARSHIPS	20.00
Total 61000 · MANAGEMENT & GENERAL	1,127.00
62000 · PROGRAM SERVICE PROJECT (PSP)	
62200 · CLINIC & OFFICE	
62280 · Soil Testing	164.44
Total 62200 · CLINIC & OFFICE	164.44
62300 · COMMUNITY OUTREACH	
62340 · Spring into Gardening	171.66
Total 62300 · COMMUNITY OUTREACH	171.66
Total 62000 · PROGRAM SERVICE PROJECT (PSP)	336.10
63000 · HORTICULTURAL LEARNING CTR(HLC)	
63120 · Eastside Greenhouse Maintenance	193.64
63125 · Eastside Greenhouse Supplies	516.00
Total 63000 · HORTICULTURAL LEARNING CTR(HLC)	709.64

Douglas County Master Gardeners
Cash Flow - Profit & Loss
March 30 through April 11, 2023

	<u>Mar 30 - Apr 11, 23</u>
65000 · SPECIAL EVENTS	
65100 · PLANT SALE (PS)	
65110 · Advertising	65.60
65130 · Exhibit Fees	1,822.50
65164 · Plants - Eastside	170.96
65170 · Supplies	16.25
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Total 65100 · PLANT SALE (PS)	2,075.31
65190 · PROPANE TANKS	
65191 · Eastside Greenhouse #1 75532	285.29
65193 · Eastside Greenhouse #2 MO327516	122.70
65196 · Westside Greenhouse #3 49518	335.50
65198 · Westside Greenhouse #500 48450	1,073.34
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Total 65190 · PROPANE TANKS	1,816.83
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Total 65000 · SPECIAL EVENTS	3,892.14
66000 · UTILITIES	
66010 · Electricity - HLC	
66010.2 · Electricity - 82346502 - HLC	688.58
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Total 66010 · Electricity - HLC	688.58
66020 · Electricity - Pump	
66020.2 · Electricity - 81156829 - Pump	0.00
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Total 66020 · Electricity - Pump	0.00
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Total 66000 · UTILITIES	688.58
67000 · EXPENSE APPROVED NOT BUDGETED	
67050 · Class Fees	200.00
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Total 67000 · EXPENSE APPROVED NOT BUDGETED	200.00
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Total 60000 · EXPENSES	6,953.46
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Total Expense	6,953.46
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Net Income	-6,833.05
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Douglas County Master Gardeners

Actual vs Budget

January through December 2023

04/11/23
Cash Basis

	<u>Jan - Dec 23</u>	<u>Budget</u>	<u>\$ Over Budget</u>
Income			
43400 · DONATIONS			
43410 · Contributions	34.50	0.00	34.50
43420 · Amazon Smile Foundation	36.22	100.00	-63.78
43430 · Kroger Community Rewards	20.70	75.00	-54.30
43435 · BottleDrop	340.00	1,000.00	-660.00
43440 · Grants	0.00	0.00	0.00
43450 · Extension Educators Grant 2023	0.00	0.00	0.00
Total 43400 · DONATIONS	431.42	1,175.00	-743.58
44800 · DUES- MEMBERSHIP			
44810 · Membership Dues	2,250.00	2,070.00	180.00
44820 · Newsletter - Income	129.50	222.00	-92.50
44830 · Class Fees	0.00	2,000.00	-2,000.00
Total 44800 · DUES- MEMBERSHIP	2,379.50	4,292.00	-1,912.50
45000 · Interest Income - Bank	178.97	150.00	28.97
46400 · PROGRAM SERVICE PROJECT (PSP)			
46440 · Soil Testing	600.00	1,400.00	-800.00
Total 46400 · PROGRAM SERVICE PROJECT (PSP)	600.00	1,400.00	-800.00
47000 · SPECIAL EVENTS			
47100 · PLANT SALE			
47110 · Raffle	0.00	1,200.00	-1,200.00
47120 · Entrance Fees	0.00	3,000.00	-3,000.00
47130 · Sales - Event	0.00	28,000.00	-28,000.00
47140 · Sales - Post Event	0.00	1,000.00	-1,000.00
47150 · Sales - Pre Event	991.90	3,500.00	-2,508.10
47160 · Sales - Vendors' Booths	3,747.52	3,000.00	747.52
Total 47100 · PLANT SALE	4,739.42	39,700.00	-34,960.58
47220 · Compost Tea	0.00	900.00	-900.00
47235 · Black Apparel	0.00	623.00	-623.00
47240 · Trash-To-Treasure	0.00	3,500.00	-3,500.00
Total 47000 · SPECIAL EVENTS	4,739.42	44,723.00	-39,983.58
48000 · OMGA Host Reimbursement	0.00	300.00	-300.00
Total Income	8,404.31	52,040.00	-43,635.69
Gross Profit	8,404.31	52,040.00	-43,635.69
Expense			
60000 · EXPENSES			
61000 · MANAGEMENT & GENERAL			
61100 · AWARDS & BANQUET			
61110 · Awards	350.00	350.00	0.00
61120 · Banquet	71.83	500.00	-428.17
61130 · Swinger Bars	74.00	200.00	-126.00
Total 61100 · AWARDS & BANQUET	495.83	1,050.00	-554.17

Douglas County Master Gardeners

Actual vs Budget

January through December 2023

04/11/23
Cash Basis

	<u>Jan - Dec 23</u>	<u>Budget</u>	<u>\$ Over Budget</u>
61200 · CONFERENCES			
61240 · OMGA Quarterly Meetings	0.00	300.00	-300.00
61250 · OMGA Travel	0.00	1,000.00	-1,000.00
Total 61200 · CONFERENCES	0.00	1,300.00	-1,300.00
61300 · OMGA Dues	1,113.00	1,484.00	-371.00
61400 · GRANTS/GIFTS/SCHOLARSHIPS			
61420 · 4-H Donation	0.00	80.00	-80.00
61440 · Gifts - Hallmark postage/cards	0.00	100.00	-100.00
61460 · Gifts - Officers	20.00	100.00	-80.00
61480 · Scholarships	0.00	400.00	-400.00
Total 61400 · GRANTS/GIFTS/SCHOLARSHIPS	20.00	680.00	-660.00
61500 · ADMINISTRATION			
61520 · Check Print Charges	0.00	100.00	-100.00
61540 · Hospitality	0.00	200.00	-200.00
61550 · Liability Insurance	0.00	1,000.00	-1,000.00
61560 · Newsletter Printing & Postage	20.97	250.00	-229.03
61580 · Postage for Exec Board	0.00	112.00	-112.00
61590 · Supplies for Exec Board	0.00	100.00	-100.00
61596 · Computer - Supplies	129.00	600.00	-471.00
Total 61500 · ADMINISTRATION	177.97	2,362.00	-2,184.03
Total 61000 · MANAGEMENT & GENERAL	1,806.80	6,876.00	-5,069.20
62000 · PROGRAM SERVICE PROJECT (PSP)			
62110 · ADVANCED TRAINING			
62150 · FALL PROGRAM			
62160 · New Class - Supplies	0.00	200.00	-200.00
62170 · Speakers	0.00	600.00	-600.00
Total 62150 · FALL PROGRAM	0.00	800.00	-800.00
Total 62110 · ADVANCED TRAINING	0.00	800.00	-800.00
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	300.00	-300.00
62280 · Soil Testing	642.72	700.00	-57.28
62290 · Website Development	0.00	150.00	-150.00
Total 62200 · CLINIC & OFFICE	642.72	1,350.00	-707.28
62300 · COMMUNITY OUTREACH			
62310 · DC Fair Outreach Booth	0.00	420.00	-420.00
62320 · Printing Materials 4 Outreach	0.00	600.00	-600.00
62330 · Speakers Bureau	0.00	0.00	0.00
62340 · Spring into Gardening	198.64	300.00	-101.36
Total 62300 · COMMUNITY OUTREACH	198.64	1,320.00	-1,121.36

Douglas County Master Gardeners

Actual vs Budget

January through December 2023

04/11/23
Cash Basis

	<u>Jan - Dec 23</u>	<u>Budget</u>	<u>\$ Over Budget</u>
62400 · DISCOVERY GARDEN (DG)			
62402 · Butterfly Garden	0.00	300.00	-300.00
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)	83.54	300.00	-216.46
62417 · Educational Signage	0.00	150.00	-150.00
62421 · Entry Garden	0.00	50.00	-50.00
62425 · Herb Garden	0.00	150.00	-150.00
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	135.00	900.00	-765.00
62453 · Mulch	0.00	300.00	-300.00
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	150.00	-150.00
62473 · Raised Beds (Dahlia-Lily)	0.00	300.00	-300.00
62477 · Rock Garden	0.00	235.00	-235.00
62481 · Shade Garden	0.00	0.00	0.00
62485 · Signage	0.00	150.00	-150.00
62491 · Sun Garden	0.00	0.00	0.00
62498 · Xeriscape Garden	0.00	150.00	-150.00
Total 62400 · DISCOVERY GARDEN (DG)	<u>218.54</u>	<u>4,055.00</u>	<u>-3,836.46</u>
Total 62000 · PROGRAM SERVICE PROJECT (PSP)	1,059.90	7,525.00	-6,465.10
63000 · HORTICULTURAL LEARNING CTR(HLC)			
63110 · Annual Pumping Expense (Diver)	0.00	300.00	-300.00
63120 · Eastside Greenhouse Maintenance	215.52	1,000.00	-784.48
63125 · Eastside Greenhouse Supplies	686.54	1,200.00	-513.46
63130 · Garbage Dump Fee	76.00	150.00	-74.00
63140 · HLC Fire Extinguishers	0.00	300.00	-300.00
63145 · HLC Maintenance	67.50	1,200.00	-1,132.50
63150 · HLC Orchard	0.00	500.00	-500.00
63160 · Toilet Repairs & Supplies	0.00	150.00	-150.00
63170 · Tree Trimming Professional	0.00	2,000.00	-2,000.00
63180 · Victory Garden	75.08	750.00	-674.92
63185 · Victory Garden Signage	0.00	70.00	-70.00
63190 · Westside Greenhouse Maintenance	218.06	1,200.00	-981.94
63195 · Westside Greenhouse Supplies	0.00	375.00	-375.00
Total 63000 · HORTICULTURAL LEARNING CTR(HLC)	<u>1,338.70</u>	<u>9,195.00</u>	<u>-7,856.30</u>
65000 · SPECIAL EVENTS			
65100 · PLANT SALE (PS)			
65110 · Advertising	65.60	2,000.00	-1,934.40
65120 · Contributions - PS Volunteers	0.00	400.00	-400.00
65130 · Exhibit Fees	3,487.00	3,700.00	-213.00
65140 · Next Year's Seeds	0.00	1,200.00	-1,200.00
65164 · Plants - Eastside	170.96	800.00	-629.04
65168 · Plants - Westside	0.00	1,200.00	-1,200.00
65170 · Supplies	442.73	7,000.00	-6,557.27
65180 · Vendor Costs	0.00	200.00	-200.00
Total 65100 · PLANT SALE (PS)	<u>4,166.29</u>	<u>16,500.00</u>	<u>-12,333.71</u>

04/11/23
Cash Basis

Douglas County Master Gardeners
Actual vs Budget
January through December 2023

	Jan - Dec 23	Budget	\$ Over Budget
65190 · PROPANE TANKS			
65191 · Eastside Greenhouse #1 75532	1,116.57	1,000.00	116.57
65193 · Eastside Greenhouse #2 MO327516	869.28	1,000.00	-130.72
65196 · Westside Greenhouse #3 49518	873.57	700.00	173.57
65198 · Westside Greenhouse #500 48450	1,602.78	700.00	902.78
Total 65190 · PROPANE TANKS	4,462.20	3,400.00	1,062.20
65230 · Compost Tea	0.00	160.00	-160.00
65270 · Tee Shirts	0.00	80.00	-80.00
65275 · Black Apparel	0.00	623.00	-623.00
65290 · Trash-To-Treasure	0.00	600.00	-600.00
Total 65000 · SPECIAL EVENTS	8,628.49	21,363.00	-12,734.51
66000 · UTILITIES			
66010 · Electricity - HLC			
66010.2 · Electricity - 82346502 - HLC	2,477.35	3,000.00	-522.65
Total 66010 · Electricity - HLC	2,477.35	3,000.00	-522.65
66020 · Electricity - Pump			
66020.2 · Electricity - 81156829 - Pump	0.00	150.00	-150.00
Total 66020 · Electricity - Pump	0.00	150.00	-150.00
66050 · Water - Heleck Hall Meter	0.00	1,500.00	-1,500.00
66060 · Water - Caretakers Meter	0.00	50.00	-50.00
Total 66000 · UTILITIES	2,477.35	4,700.00	-2,222.65
67000 · EXPENSE APPROVED NOT BUDGETED			
67008 · Waddington Memorial	0.00	124.00	-124.00
67013 · Extension Educator Grant - 2022	0.00	250.00	-250.00
67025 · Victory Garden-Stafford	0.00	786.00	-786.00
67050 · Class Fees	400.00	2,000.00	-1,600.00
Total 67000 · EXPENSE APPROVED NOT BUDGETED	400.00	3,160.00	-2,760.00
Total 60000 · EXPENSES	15,711.24	52,819.00	-37,107.76
Total Expense	15,711.24	52,819.00	-37,107.76
Net Income	-7,306.93	-779.00	-6,527.93