

DOUGLAS COUNTY MASTER GARDENERS
Executive Board Meeting, 9:00, Annex
August 9, 2023

Call to Order: The meeting was called to order at 9:03. There were 12 in attendance including President Julie Stanbery, Vice-President Diana Woodward, Membership Kay Livermore, OMGA Rep Barbie Hamby, Alternate OMGA Rep Patrice Sipos, and Secretary Bonnie Courter.

Agenda Approval: The agenda was approved as posted.

Minutes Approval: The minutes were approved as posted.

OFFICER REPORTS

Past President - Nancy Fuller: Not present - no report.

Membership - Kay Livermore: Nothing to report.

OMGA - Barbie Hamby: Nothing to report.

Treasurer - Dawnetta Loomis: Not present. Her report:

- I requested \$200 from Bottledrop.
- I did more research on the computer and I think I found one that will fit the future Treasurer's needs.
- I am mailing out all checks in the morning.
- I will be sending out an email about when we need to submit preliminary requests for the new budget.

Vice-President - Diana Woodward: Next meeting will be at Patrice Glasscock's residence on Cole Road. September chapter meeting is a potluck at the Discovery Garden. Bruce Gravens will teach on garlic at the October chapter meeting for Continuing Education.

President - Julie Stanbery:

Sam Angima is the Associate Dean at Extension. Julie contacted him about filling the Horticulture Agent's position for our chapter. He said they will be addressing this upon the Director's decision in a month or so. We need to continue pressing and advocating for the MG program directly from our chapter.

MG Program Coordinator - Logan Bennett: Not present - no report.

COMMITTEE REPORTS

Blue Bags/Worm Bins - Dawn Shumack:

- She has bags to hand out. She's working on providing some scanned and laminated bar codes for us to use. We will talk about funding for that.

- She bought \$90 worth of worms for the worm bins, and wondered where the funding should come from to be reimbursed. After some discussion, she should turn it in under “compost tea”. We will revisit the line items next budget session so worms and compost tea are combined.
- Tasha King brought zucchini squash for the worms, and Dawn made zucchini bread off the leftovers to share with us.
- Dawn recently joined the Native Plant Society. They are looking for a place for monthly meetings to show videos and have classes. Julie said they could use the Extension Auditorium and to contact Corinna at the Courthouse to use our auditorium. They could meet at the Pavilion if a MG would accompany them.

Community Outreach - Cheryl Caplan:

July presentations:

- Ann Severson taught about succulents on August 2, at the Umpqua Valley Boys & Girls Gardening Club

Upcoming:

- 2 more Wednesday afternoon classes at the Boys & Girls Club of Umpqua Valley.
 - 8/9 – Wonderful World of Summer Squashes – Cheryl Caplan
 - 8/16 – Pollinator Gardens – Julie Burchstead
- August presentation to the Secret Wine Club

Discovery Garden - Julie Stanbery:

- The diver cleaned out the pump.
- Irrigation issues: We have too many sprinklers on the lines so are not getting enough pressure. So we are back to a zone irrigation system - Japanese garden once a week, ornamentals twice a week. Do we want to redo the whole irrigation system in the Discovery Garden using a professional consultant? It’s something to consider in the future. Maybe a new filtering system. After discussion, it was recommended we hire a professional consultant to see how we can improve the efficiency of the system.

Fair Booth - Sharon Bordeaux: Not present. No report.

Farmer’s Market - Sylvia Andino: Not present - no report.

Greenhouse West - Joy Keeling: They are taking cuttings and cleaning up plants, and looking forward to completion of their expanded area.

Greenhouse East - Ann Severson: Not present. Julie said they are working on weed control in the gravel area.

Hallmark - Linda Thames: Not present - no report.

Insect Committee - Diana Woodward: They met on Monday, and got through the rest of the spiders in the drawer. They identified a plant that was left on the desk as jimsonweed, which is a poisonous plant.

MG Training Class - Gloria Cettina: All mentors and alternates are accounted for, and they will be meeting tomorrow morning. They are starting interviews next week. They have 25 applicants so far, and shooting for 27. Publicity is on OSU and our Facebook pages and on our website.

Newsletter - Bonnie Courter: Remember to look over your blurb from the September 2022 Newsletter. Let me know if you want the same blurb or to change it, and if the photo is still to be used. If you need a photo taken, let me or Fred Alley know and we can set that up.

Plant Clinic - Chris Rusch: Not present - no report.

Plant Sale - Joy Keeling: We will have a plant sale for MG's only after the potluck on September 28 from 12:00-2:00. Hospitality will arrange to buy chicken for the new students who will be encouraged to attend the meeting, potluck and sale.

Publicity - Cheryl Caplan:

- Event information about the August 17 summer class in the Discovery Garden to go on Facebook.
- Issuing a notice to the radio stations and newspaper about the summer class today.

Soils - Gloria Cettina: They are still getting samples to do. Logan will have another class this fall for the public on soils.

Swinger Bars - Kay Livermore: No report.

Victory Garden - Carolyn Ruzicka: Not present. Cheryl Caplan reported that 570 pounds were picked yesterday. 95 pounds from home gardens were donated as well. That brings the total donated so far this year to 1,320 pounds.

OLD BUSINESS - VRS: We will table this until we get more information.

NEW BUSINESS: None.

SHOW AND TELL:

- Dawn submitted some of her flowers at the Fair (which is free today for 65 and older, and free to everyone after 3:00). Also she is looking for a greenhouse, if anyone has any contact information to help in her search.
- Diana Woodward brought boysenberries from her garden to share, and invited anyone to come pick.

ANNOUNCEMENTS:

Chapter Meeting/Potluck, August 31, 10:00, hosted by Patrice Glasscock

ADJOURNMENT: The meeting was adjourned at 10:08 AM.

Respectfully submitted,
Bonnie Courter, Secretary

2:32 AM
08/09/23

Douglas County Master Gardeners
Account Balances
As of August 9, 2023

	Aug 9, 23	
	Debit	Credit
10000 · BANK ACCOUNTS:10103 · NWCC - MMK SAVINGS	73,119.09	
18600 · OTHER ASSETS:18601 · CHARLES SCHWAB ACCOUNT	72,370.87	
10000 · BANK ACCOUNTS:10105 · NWCC - 6 Month CD	17,843.13	
10000 · BANK ACCOUNTS:10102 · NWCC - RESERVE ACCOU...	5,013.23	
10000 · BANK ACCOUNTS:10101 · NWCC - CHECKING	2,064.68	
TOTAL	<u>170,411.00</u>	<u>0.00</u>

Douglas County Master Gardeners
 Cash Flow - Profit & Loss
 July 28 through August 9, 2023

	<u>Jul 28 - Aug 9, 23</u>
Income	
45000 · Interest Income - Bank	47.63
46400 · PROGRAM SERVICE PROJECT (PSP)	
46440 · Soil Testing	100.00
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Total 46400 · PROGRAM SERVICE PROJECT (PSP)	100.00
47000 · SPECIAL EVENTS	
47220 · Compost Tea	59.00
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Total 47000 · SPECIAL EVENTS	59.00
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Total Income	206.63
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Gross Profit	206.63
Expense	
60000 · EXPENSES	
61000 · MANAGEMENT & GENERAL	
61400 · GRANTS/GIFTS/SCHOLARSHIPS	
61480 · Scholarships	80.00
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Total 61400 · GRANTS/GIFTS/SCHOLARSHIPS	80.00
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Total 61000 · MANAGEMENT & GENERAL	80.00
62000 · PROGRAM SERVICE PROJECT (PSP)	
62400 · DISCOVERY GARDEN (DG)	
62405 · Children's Garden	96.99
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Total 62400 · DISCOVERY GARDEN (DG)	96.99
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Total 62000 · PROGRAM SERVICE PROJECT (PSP)	96.99
63000 · HORTICULTURAL LEARNING CTR(HLC)	
63190 · Westside Greenhouse Maintenance	129.28
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Total 63000 · HORTICULTURAL LEARNING CTR(HLC)	129.28
66000 · UTILITIES	
66010 · Electricity - HLC	
66010.2 · Electricity - 82346502 - HLC	391.65
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Total 66010 · Electricity - HLC	391.65
66020 · Electricity - Pump	
66020.2 · Electricity - 81156829 - Pump	22.84
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Total 66020 · Electricity - Pump	22.84
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Total 66000 · UTILITIES	414.49
67000 · EXPENSE APPROVED NOT BUDGETED	
67050 · Class Fees	200.00
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Total 67000 · EXPENSE APPROVED NOT BUDGETED	200.00

2:34 AM
08/09/23
Cash Basis

Douglas County Master Gardeners
Cash Flow - Profit & Loss
July 28 through August 9, 2023

	<u>Jul 28 - Aug 9, 23</u>
68000 · Uncategorized	<u>57.00</u>
Total 60000 · EXPENSES	<u>977.76</u>
Total Expense	<u>977.76</u>
Net Income	<u><u>-771.13</u></u>

08/09/23
Cash Basis

Douglas County Master Gardeners
Actual vs Budget
January through December 2023

	Jan - Dec 23	Budget	\$ Over Budget
Income			
43400 · DONATIONS			
43410 · Contributions	274.42	0.00	274.42
43420 · Amazon Smile Foundation	116.91	100.00	16.91
43430 · Kroger Community Rewards	20.70	75.00	-54.30
43435 · BottleDrop	706.00	1,000.00	-294.00
43440 · Grants	0.00	0.00	0.00
43450 · Extension Educators Grant 2023	400.00	0.00	400.00
Total 43400 · DONATIONS	1,518.03	1,175.00	343.03
44800 · DUES- MEMBERSHIP			
44810 · Membership Dues	2,270.00	2,070.00	200.00
44820 · Newsletter - Income	129.50	222.00	-92.50
44830 · Class Fees	0.00	2,000.00	-2,000.00
Total 44800 · DUES- MEMBERSHIP	2,399.50	4,292.00	-1,892.50
45000 · Interest Income - Bank	412.22	150.00	262.22
46400 · PROGRAM SERVICE PROJECT (PSP)			
46440 · Soil Testing	1,570.00	1,400.00	170.00
Total 46400 · PROGRAM SERVICE PROJECT (PSP)	1,570.00	1,400.00	170.00
47000 · SPECIAL EVENTS			
47100 · PLANT SALE			
47110 · Raffle	40.69	1,200.00	-1,159.31
47120 · Entrance Fees	-940.00	3,000.00	-3,940.00
47130 · Sales - Event	36,025.27	28,000.00	8,025.27
47140 · Sales - Post Event	511.25	1,000.00	-488.75
47150 · Sales - Pre Event	4,549.39	3,500.00	1,049.39
47160 · Sales - Vendors' Booths	3,815.19	3,000.00	815.19
47170 · Tips for 4-H Volunteers	-180.00	0.00	-180.00
Total 47100 · PLANT SALE	43,821.79	39,700.00	4,121.79
47220 · Compost Tea	963.00	900.00	63.00
47235 · Black Apparel	0.00	623.00	-623.00
47240 · Trash-To-Treasure	5,769.53	3,500.00	2,269.53
Total 47000 · SPECIAL EVENTS	50,554.32	44,723.00	5,831.32
48000 · OMGA Host Reimbursement	0.00	300.00	-300.00
Total Income	56,454.94	52,040.00	4,414.94
Gross Profit	56,454.94	52,040.00	4,414.94
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	68.00	200.00	-132.00
Total 61100 · AWARDS & BANQUET	489.83	1,050.00	-560.17

08/09/23
Cash Basis

Douglas County Master Gardeners
Actual vs Budget
January through December 2023

	<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	<u>0.00</u>	<u>1,300.00</u>	<u>-1,300.00</u>
61300 · OMGA Dues	1,119.00	1,484.00	-365.00
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	320.00	400.00	-80.00
Total 61400 · GRANTS/GIFTS/SCHOLARSHIPS	<u>340.00</u>	<u>680.00</u>	<u>-340.00</u>
61500 · ADMINISTRATION			
61520 · Check Print Charges	0.00	100.00	-100.00
61540 · Hospitality	152.35	200.00	-47.65
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	62.75	112.00	-49.25
61590 · Supplies for Exec Board	62.75	100.00	-37.25
61596 · Computer - Supplies	129.00	600.00	-471.00
Total 61500 · ADMINISTRATION	<u>455.82</u>	<u>2,362.00</u>	<u>-1,906.18</u>
Total 61000 · MANAGEMENT & GENERAL	2,404.65	6,876.00	-4,471.35
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	<u>0.00</u>	<u>800.00</u>	<u>-800.00</u>
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	665.00	700.00	-35.00
62290 · Website Development	0.00	150.00	-150.00
Total 62200 · CLINIC & OFFICE	<u>665.00</u>	<u>1,350.00</u>	<u>-685.00</u>
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	<u>198.64</u>	<u>1,320.00</u>	<u>-1,121.36</u>

08/09/23
Cash Basis

Douglas County Master Gardeners
Actual vs Budget
January through December 2023

	Jan - Dec 23	Budget	\$ Over Budget
62400 · DISCOVERY GARDEN (DG)			
62402 · Butterfly Garden	24.12	300.00	-275.88
62405 · Children's Garden	96.99	300.00	-203.01
62409 · Compost/Biochar/Vermiculture	65.71	80.00	-14.29
62413 · Easy Access (Container Garden)	198.38	300.00	-101.62
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	175.17	300.00	-124.83
62441 · Japanese Garden	0.00	60.00	-60.00
62445 · Kiosk - Donor Board	0.00	100.00	-100.00
62449 · Maintenance DG	871.04	900.00	-28.96
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)	1,431.41	4,055.00	-2,623.59
Total 62000 · PROGRAM SERVICE PROJECT (PSP)	2,295.05	7,525.00	-5,229.95
63000 · HORTICULTURAL LEARNING CTR(HLC)			
63110 · Annual Pumping Expense (Diver)	0.00	300.00	-300.00
63120 · Eastside Greenhouse Maintenance	420.51	1,000.00	-579.49
63125 · Eastside Greenhouse Supplies	999.63	1,200.00	-200.37
63130 · Garbage Dump Fee	112.00	150.00	-38.00
63140 · HLC Fire Extinguishers	0.00	300.00	-300.00
63145 · HLC Maintenance	1,169.94	1,200.00	-30.06
63150 · HLC Orchard	0.00	500.00	-500.00
63160 · Toilet Repairs & Supplies	31.98	150.00	-118.02
63170 · Tree Trimming Professional	0.00	2,000.00	-2,000.00
63180 · Victory Garden	140.17	750.00	-609.83
63185 · Victory Garden Signage	0.00	70.00	-70.00
63190 · Westside Greenhouse Maintenance	347.34	1,200.00	-852.66
63195 · Westside Greenhouse Supplies	322.88	375.00	-52.12
Total 63000 · HORTICULTURAL LEARNING CTR(HLC)	3,544.45	9,195.00	-5,650.55
65000 · SPECIAL EVENTS			
65100 · PLANT SALE (PS)			
65110 · Advertising	1,040.08	2,000.00	-959.92
65120 · Contributions - PS Volunteers	322.00	400.00	-78.00
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	380.93	800.00	-419.07
65168 · Plants - Westside	0.00	1,200.00	-1,200.00
65170 · Supplies	6,281.13	7,000.00	-718.87
65180 · Vendor Costs	181.78	200.00	-18.22
Total 65100 · PLANT SALE (PS)	11,692.92	16,500.00	-4,807.08

08/09/23
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	761.99	600.00	161.99
Total 65000 · SPECIAL EVENTS	16,917.11	21,363.00	-4,445.89
66000 · UTILITIES			
66010 · Electricity - HLC			
66010.2 · Electricity - 82346502 - HLC	4,449.14	6,000.00	-1,550.86
Total 66010 · Electricity - HLC	4,449.14	6,000.00	-1,550.86
66020 · Electricity - Pump			
66020.2 · Electricity - 81156829 - Pump	79.06	150.00	-70.94
Total 66020 · Electricity - Pump	79.06	150.00	-70.94
66050 · Water - Heleck Hall Meter	62.57	1,500.00	-1,437.43
66060 · Water - Caretakers Meter	0.00	50.00	-50.00
Total 66000 · UTILITIES	4,590.77	7,700.00	-3,109.23
67000 · EXPENSE APPROVED NOT BUDGETED			
67008 · Waddington Memorial	328.00	424.00	-96.00
67013 · Extension Educator Grant - 2022	0.00	250.00	-250.00
67025 · Victory Garden-Stafford	0.00	786.00	-786.00
67050 · Class Fees	1,100.00	2,000.00	-900.00
Total 67000 · EXPENSE APPROVED NOT BUDGETED	1,428.00	3,460.00	-2,032.00
Total 60000 · EXPENSES	31,180.03	56,119.00	-24,938.97
Total Expense	31,180.03	56,119.00	-24,938.97
Net Income	25,274.91	-4,079.00	29,353.91