

# Douglas County Master Gardeners Chapter Meeting Minutes

## May 29, 2014

**APPROVAL OF MINUTES** - The **OSU Douglas County Master Gardeners Chapter Meeting** was called to order at 10:15 am on May 29, 2014 by President **Michelle Harding-Olson**. The Minutes of the April 2014 Chapter Meeting were approved as written.

**MEMBERSHIP DIRECTOR – Ruth Stafford** reported membership totals of 232 with 29 trainees for a total of 261. The new roster is published and is available in the Plant Clinic. A new column has been added to the roster. The “Photo Release” column will have a “YES” if the member has signed the form giving permission to use their picture in any Master Gardener publication. The release form is available in the Plant Clinic.

**OMGA REPRESENTATIVE – Rosemary Brinkley** reminded the members that **OMGA** Mini-College will be held July 12<sup>th</sup> and 13<sup>th</sup> (Saturday & Sunday). Enrollment cost is \$37.50 per day. This will include one lunch. Dormitory costs will range from \$105.00 to \$127.00. Accommodations have also been arranged at the Hilton Garden Inn for \$109.00 per night. Registration is available online. Hardcopy registration forms are also available through Rosemary. Online registration deadline is July 6 and registration by mail deadline is July 9. **Rosemary** has a list of for possible roommates and accommodations. The dormitory is a great way to meet other Master Gardeners. She recommended members view the website to see all of the events. An awards banquet is scheduled for Friday night. There will be workshops that offer an excellent hands-on experience and tours will be available. There will be additional charges for extracurricular events. **Rosemary** has a list of raffle items. They are still looking for more raffle donations.

**Rosemary** is a Board Member for Habitat for Humanity. They have asked for a few Master Gardeners to assist in choosing plants for the 3 homes they have built. Please contact **Rosemary** if you would like to help.

**TREASURER – Vicki McAlister** presented the Treasurer’s Report. In April, **Elaine Moriarty** donated \$350.00. The Plant Sale earned \$28,998.46. Vicki went back through the last 7-8 years and this total was the highest.

**VICE-PRESIDENT – Fred Alley** thanked Cindy Bright for her presentation on Bird Habitats. He reminded members that the summer Chapter meetings will be held at the homes of three Master Gardeners instead of the Annex. The locations will be announced in the newsletter, as well as in an email detailing the location and directions. **Kish Doyle** has volunteered to be the new manager of the Master Gardener Photography Team. Dropbox will be the new online photo depository. There will be two folders set up in Dropbox. One will provide access for anyone who wants to upload photos, the other will be limited to designated individuals for the purpose of organizing and categorizing and using the photos. These will include the web page manager, newsletter editor and the President. . She will email information. **Kish** wanted to clarify that she is the manager of the Photo Team and not the Photo Club. Members can contact **Kish** if they are interested in being on the Team. **Fred Alley** said they are looking into a possible display at the Discovery Garden to be installed for all to enjoy. **Larry Sutton** reminded members to sign the Photo Release Forms. **Barbara Robinson** requested an email be sent out that includes the form. **Fred** said that he will do it. It has been included in the Newsletter as well.

**PAST PRESIDENT - Larry Sutton** joked that he was a streetwalker in Portland when he joined the International Conference Committee touring venues for the upcoming conference in 2017. He was impressed with the efforts towards sustainability that the sites were exhibiting. All are willing to provide tours. It appears that the top choices are the Hilton Towers and the Conference Center. Numbers are being crunched and a decision will be made soon.

**SECRETARY - Janet Parkerson** requested those members who wish to use the Pavilion at the Discovery Garden, please sign up on the calendar posted in the Plant Clinic. Since the Pavilion and its entrances get

wet during watering, Janet can coordinate the watering schedule to accommodate scheduled events. Also, she asked if any of the tables are re-arranged, to return them to their original position before leaving to avoid damage from the elements and sprinklers. **Janet** will post her communication information on the calendar and will check the calendar on Mondays.

**COMMUNITY OUTREACH – Leo Grass** said that **Bonnie Courter** directed a group of third graders from Fir Grove Elementary planting vegetables. **Nathan Bailey** presented a class on vermiculture at Roseburg High School.

The Douglas County Fair will be the first week in August and **Leo** is still looking for volunteers for the Master Gardeners Booth. Sign-up sheet is in the Plant Clinic.

**KRUSE FARMS – Ann Bacon** said the information table at Kruse Farms has been up for two Saturdays now and has been busy. They need at least one veteran Master Gardener and one trainee each Saturday from 8:45 to 12:45. The sign-up calendar has been combined with the Plant Clinic's calendar and can be found in the Plant Clinic. They really need a combination Master Gardener/Master Food Preserver to help.

**Ann** is heading up a new project to add geo-caches to the Discovery Garden. **Kish Doyle** recommended the site [www.geocaching.com](http://www.geocaching.com)

**PLANT CLINIC - Chris Rusch** stated that the Plant Clinic serviced 140 clients last month. If anyone is interested in joining the team, please contact **Chris**. They have had a lot of trainee volunteers, but are still in need of veterans.

**DISCOVERY GARDEN – Julie Stanbery** thanked the volunteers who cleaned out the office and moved furniture to make space for a new employee. She also reminded those that sign up for the Pavilion to include a contact name and number in case of conflicts. Please call **Janet Parkerson** if you are scheduling on short notice.

**Julie** thanked **Shirley Purcell's** partner for helping with the water pump, and **Gale Robinson** for helping her with rat habitat cleanup. She is also in need of someone to do a dump run. They need to get rid of "rat habitat" debris.

Mid-June they will need a work crew to renovate the Xeriscape Garden. They are going to be putting some walkways and other changes. She will make an announcement.

She reminded volunteers that as it gets warmer, they are welcome to come out and work as early as they wish.

**John Punches** has arranged for the fire extinguishers to be serviced.

**Julie** is very excited to announce **Denise Fennell** as the new Easy Access Garden Head. Denise and **Betty Ison** have already planted and renovated the area and it looks phenomenal. **Neal Evans** rebuilt the raised beds. **Gayle Ward** and **Sue Scott** will retire as the Butterfly Garden heads. **Julie** asked if mentors could contact some of their trainees and see if they are interested in taking over these positions. **Jeanie Owens** is a new transfer from Missouri, and has been doing chores in the Discovery Garden.

**AWARDS – Betty Ison** announced **Denise Fennell** has earned her 60-hour swinging bar. A couple more trainees have almost completed their hours. She also reminded members to get their hours in by the end of the month.

**AWARDS BANQUET – Judy Huntley** reported that she is in the process of scheduling the Awards Banquet.

**PUBLICITY – Bonnie Courter** had nothing to report.

**HALLMARK** – **Linda Thames** reported **Irene Thomason** has become a new resident at Callahan Court. **Tim Richards** is recovering from by-pass surgery, so his activities are limited until mid-June. He is able to do light gardening and is walking daily. **Covie Quick**, our second President and charter member, fell at home and broke her hip. She is in Mercy Hospital. She is **Susie Ann Robbins'** aunt. **Marjorie Orr** has an improved phone system now and would probably enjoy short phone visits.

**VICTORY GARDEN** - **Mik Carlson** reported the first planting has been done and they have begun harvesting some of the cabbages, which were amazing. They have replaced the harvested cabbage with peas. **Mik** thanked **Richard Johnstone, John Denny, Gale Robinson** and **Dave Clark** for installing the new water access at the Garden. They did a beautiful job. **Beth Brown** would like to conduct some Continuing Education classes at the Victory Garden this summer. Ideas are being bounced around. **Mik** also announced if any members have harvest they would like to donate to UCAN, to bring it over to the Victory Garden or they can arrange to have someone pick it up.

**SIGNAGE** - **Karen Glatz** reported the new Entry Garden sign has been installed and a beautiful garden was planted underneath by **Tasha King** and **Ray Warren**. She thanked **Gale Robinson** and **Ivor Chapman** for fixing the water stand pipe that was damaged. The first Butterfly Garden sign has been installed, and Karen is working with the Rose Garden on their sign. **Michelle Harding-Olson** pointed out the importance of the signs and their role in educating the public when we are not there.

**PLANT SALE/GREENHOUSES** – **Barbara Robinson** announced there will be Plant Sales for members only on selected Tuesdays from 9:30 to noon. Many plants will be half price. They will be happy to load your cart and cars full of plants. The 4H crew were fantastic at the Plant Sale in May. They earned over \$200 in tips.

Names have been assigned to two areas of the Greenhouses. The West Side, which was **Tasha King's** Greenhouse, will be managed by a Core Group. **Tasha King is retiring** as Greenhouse Manager. **Karolyn Riecks** and **Jackie Carpenter** will be in charge of managing work crews. **Carol Bolt** and **Barbara Robinson** will be in charge of irrigation and freeze maintenance. **Maureen Benice** is in charge of communication and **Tasha King** will serve as a Consultant Extraordinaire. If you have any issues see the appropriate person. General maintenance will be done by the Core Group. **Ivor Chapman** will be doing the weeding, however, an open invitation for anyone to weed has been extended. While **Betty Ison** did not want to be a formal member of the team, her help is invaluable with growing special plants, sign creation, seed selection and plant pricing. The East Side will be continue to be managed by **Gloria Amorde**.

Barbara announced that she and **Sharon Hopkins** are co-chairing the Bake Sale again this year, but this is their last year. They recommend that two people be co-chairs, to share the work, and that they “shadow” Barb and Sharon for this year’s sale. The Back Sale is the Saturday before Thanksgiving.

**OLD BUSINESS** – None.

## **NEW BUSINESS**

**Michelle Harding-Olson** asked members to please consider volunteering on the Executive Board. “It is not glamorous, but necessary, please consider.” The Executive Board Nominating Committee is comprised of **Maureen Benice, Barbara Robinson, Martha Sinkula** and **Bonnie Courter**.

Scholarships are available for Mini-College. Applications must be submitted by May 31st order for decisions to be made and funds allocated.

Audit Committee has been selected. The members are **Judy Huntley, Toni Rudolph** and **Mik Carlson**.

## **SHOW-AND-TELL**

**Ken Hayes** presented **Fred Alley** with a wrapped gift of a compost encrusted gardening knife. **Ken** had found it in the compost pile.

**Jon Thran** informed the members that if they ever feel like they don't have enough time, this might help: August will have 5 Fridays, 5 Saturdays and 5 Sundays.

**Bob Brindley** reported on his ongoing research into self-watering containers and beds. He demonstrated his hand-made unglazed ceramic "ollas", placed in the ground near plants to deliver water efficiently. He gave away a number of ollas, asking that the recipients report back on their efficacy.

**Judy Huntley** highly recommended the Corona Rake featured on the Red Pig Barn Tour. It is curved and allows the user to rake large amounts of leaves, grass, etc., without excess falling away.

### **SPECIAL ANNOUNCEMENT**

**PRESIDENT - Michelle Harding-Olson** announced that she will be stepping down as President of Douglas County Master Gardeners. **Fred Alley** will finish out her term. She offered a big thank you for letting the members serve them as their President.

The meeting was adjourned at 11:30 a.m.

Respectfully submitted,

**Janet Parkerson**

# Account Balances - As of 5/28/2014

As of 5/28/2014

5/28/2014

Page 1

Account	5/28/2014 Balance
<b>Bank Accounts</b>	
Checking-Umpqua Bank	7,286.63
Money Market-Reserves-Umpqua Bank	7,659.10
Money Market-Umpqua Bank	39,092.49
<b>TOTAL Bank Accounts</b>	<b>54,038.22</b>
<b>OVERALL TOTAL</b>	<b>54,038.22</b>

**Cash Flow**  
4/24/2014 through 5/28/2014

Category	4/24/2014- 5/28/2014
<b>INFLOWS</b>	
Dues-hardcopy newsletter	7.25
Dues-membership	40.00
Interest Income - Bank	0.86
PSP Income	
Clinic & Office	
Soil Testing	70.00
TOTAL Clinic & Office	70.00
TOTAL PSP Income	70.00
Special Events	
Plant Sale Income	
Drawings	1,126.00
Entrance Fees	2,993.65
Plant Sales	
Sales-event	20,406.31
Sales-post	508.50
Sales-pre	3,215.00
TOTAL Plant Sales	24,129.81
Vendor Booth	749.00
TOTAL Plant Sale Income	28,998.46
Special Events-other	
Compost Tea	80.00
Misc Events	-610.00
TOTAL Special Events-other	-530.00
TOTAL Special Events	28,468.46
<b>TOTAL INFLOWS</b>	<b>28,586.57</b>
<b>OUTFLOWS</b>	
Management & General	
Hospitality	-27.00
TOTAL Management & General	-27.00
PSP Expense	
Advanced Training	
Newsletter	
Postage	27.16
TOTAL Newsletter	27.16
TOTAL Advanced Training	27.16
Discovery Garden	
Butterfly	176.24
Easy Access (Container Garden)	7.16
Irrigation	54.04
Maintenance	135.14
Perennial Border	137.43
Rock Garden	132.50
Signage	246.69
Water - River Forks meter	3.48
TOTAL Discovery Garden	892.68
HLC	
Greenhouse Supplies	-34.50
Maintenance	130.62

**Cash Flow**  
4/24/2014 through 5/28/2014

Category	4/24/2014- 5/28/2014
TOTAL HLC	96.12
TOTAL PSP Expense	1,015.96
Special Events Expense	
Plant Sale Expense	
Contributions - Plant Sale Volunteers	350.00
Supplies	14.98
Water - Pitchford meter	36.11
TOTAL Plant Sale Expense	401.09
Special Events-other	
Trash-To-Treasure Sale	11.18
TOTAL Special Events-other	11.18
TOTAL Special Events Expense	412.27
<b>TOTAL OUTFLOWS</b>	<b>1,401.23</b>
<b>OVERALL TOTAL</b>	<b>27,185.34</b>

## Budget - Current Year

1/1/2014 through 12/31/2014 Using 2014 Budget

5/28/2014

Page 1

Category	1/1/2014 Actual	- Budget	12/31/2014 Difference
<b>INCOME</b>			
Donations	0.00	0.00	0.00
Contributions	354.00	0.00	354.00
Grants	0.00	0.00	0.00
Pavilion	0.00	0.00	0.00
TOTAL Donations	354.00	0.00	354.00
Dues-hardcopy newsletter	268.25	319.00	-50.75
Dues-membership	2,310.00	2,400.00	-90.00
Interest Income - Bank	3.91	12.00	-8.09
PSP Income	0.00	0.00	0.00
Clinic & Office	0.00	0.00	0.00
Soil Testing	410.00	600.00	-190.00
TOTAL Clinic & Office	410.00	600.00	-190.00
Disc Garden	294.50	0.00	294.50
TOTAL PSP Income	704.50	600.00	104.50
Special Events	0.00	0.00	0.00
Plant Sale Income	0.00	0.00	0.00
Drawings	1,126.00	800.00	326.00
Entrance Fees	2,993.65	2,800.00	193.65
Plant Sales	0.00	0.00	0.00
Sales-event	20,406.31	19,600.00	806.31
Sales-post	508.50	1,000.00	-491.50
Sales-pre	3,139.00	2,400.00	739.00
TOTAL Plant Sales	24,053.81	23,000.00	1,053.81
Vendor Booth	2,913.24	2,500.00	413.24
TOTAL Plant Sale Income	31,086.70	29,100.00	1,986.70
Special Events-other	0.00	0.00	0.00
Bake Sale	0.00	1,000.00	-1,000.00
Compost Tea	80.00	700.00	-620.00
Misc Events	367.00	0.00	367.00
Quilt Raffle	0.00	0.00	0.00
Trash-To-Treasure Sale	2,757.60	3,000.00	-242.40
TOTAL Special Events-other	3,204.60	4,700.00	-1,495.40
TOTAL Special Events	34,291.30	33,800.00	491.30
<b>TOTAL INCOME</b>	<b>37,931.96</b>	<b>37,131.00</b>	<b>800.96</b>
<b>EXPENSES</b>			
Management & General	0.00	0.00	0.00
Awards & Banquet	0.00	0.00	0.00
Awards	0.00	350.00	350.00
Banquet	0.00	750.00	750.00
TOTAL Awards & Banquet	0.00	1,100.00	1,100.00
Conferences	0.00	0.00	0.00
Chapter Meetings	0.00	50.00	50.00
OMGA Quarterly Meeting	0.00	262.00	262.00
OMGA Travel	0.00	460.00	460.00
TOTAL Conferences	0.00	772.00	772.00
Dues-OMGA	1,575.00	1,680.00	105.00
Grants&Gifts&Scholarships	0.00	0.00	0.00
4-H Donation	80.00	80.00	0.00



## Budget - Current Year

1/1/2014 through 12/31/2014 Using 2014 Budget

5/28/2014

Page 2

Category	1/1/2014 Actual	- Budget	12/31/2014 Difference
Endowment	0.00	0.00	0.00
Gifts - Hallmark	0.00	50.00	50.00
Memorial	0.00	100.00	100.00
Officer Gifts	0.00	80.00	80.00
Scholarships	0.00	1,500.00	1,500.00
<b>TOTAL Grants&amp;Gifts&amp;Scholarships</b>	<b>80.00</b>	<b>1,810.00</b>	<b>1,730.00</b>
Historian	0.00	25.00	25.00
Hospitality	101.65	150.00	48.35
Liability Insurance	0.00	670.00	670.00
OMGA Chapter Display	0.00	200.00	200.00
OMGA Search for Excellence	0.00	0.00	0.00
Postage for Executive Board	18.40	30.00	11.60
Print Check Charges	0.00	25.00	25.00
Supplies for Executive Board	0.00	30.00	30.00
<b>TOTAL Management &amp; General</b>	<b>1,775.05</b>	<b>6,492.00</b>	<b>4,716.95</b>
PSP Expense	0.00	0.00	0.00
Advanced Training	0.00	0.00	0.00
Continuing Education	0.00	0.00	0.00
Newsletter	0.00	0.00	0.00
Postage	82.51	320.00	237.49
<b>TOTAL Newsletter</b>	<b>82.51</b>	<b>320.00</b>	<b>237.49</b>
<b>TOTAL Advanced Training</b>	<b>82.51</b>	<b>320.00</b>	<b>237.49</b>
Capital Expenditures	0.00	0.00	0.00
Greenhouse - 5 included	0.00	1,045.00	1,045.00
Greenhouse Plumbing & Irrigation	0.00	0.00	0.00
<b>TOTAL Capital Expenditures</b>	<b>0.00</b>	<b>1,045.00</b>	<b>1,045.00</b>
Clinic & Office	0.00	0.00	0.00
Farmers Markets	0.00	0.00	0.00
Insects	0.00	80.00	80.00
Library	0.00	100.00	100.00
Plant Clinic & Office Supplies	0.00	0.00	0.00
Soil Testing	86.27	150.00	63.73
Website Development	0.00	200.00	200.00
<b>TOTAL Clinic &amp; Office</b>	<b>86.27</b>	<b>530.00</b>	<b>443.73</b>
Community Outreach	0.00	0.00	0.00
Fair Booth	0.00	0.00	0.00
Home Show	0.00	0.00	0.00
Speakers Bureau	0.00	50.00	50.00
<b>TOTAL Community Outreach</b>	<b>0.00</b>	<b>50.00</b>	<b>50.00</b>
Discovery Garden	0.00	0.00	0.00
Brochures	0.00	0.00	0.00
Butterfly	176.24	290.00	113.76
Childrens	0.00	265.00	265.00
Compost	0.00	0.00	0.00
Easy Access (Container Garden)	7.16	75.00	67.84
Electric - meter 23609842	0.00	400.00	400.00
Entry	32.99	60.00	27.01
Hedgerow	0.00	0.00	0.00
Herb	0.00	150.00	150.00
Iris	0.00	50.00	50.00
Irrigation	54.04	600.00	545.96

## Budget - Current Year

1/1/2014 through 12/31/2014 Using 2014 Budget

5/28/2014

Page 3

Category	1/1/2014 Actual	- Budget	12/31/2014 Difference
Japanese	0.00	50.00	50.00
Kiosk - donor board	0.00	50.00	50.00
Maintenance	135.14	500.00	364.86
Mulch	135.00	300.00	165.00
Orchard	0.00	5.00	5.00
Ornamental	0.00	0.00	0.00
Pavilion	0.00	0.00	0.00
Perennial Border	137.43	200.00	62.57
Raised Beds (dalia-daylily-lily)	0.00	50.00	50.00
Rock Garden	132.50	500.00	367.50
Rock Garden - 2012 GRANT	0.00	0.00	0.00
Shade Garden	0.00	0.00	0.00
Signage	730.69	1,000.00	269.31
Signage - 2013 GRANTS	0.00	750.00	750.00
Straw Bale Garden	0.00	150.00	150.00
Sun Garden	0.00	100.00	100.00
Water - River Forks meter	3.53	250.00	246.47
Xeriscape	234.16	555.00	320.84
<b>TOTAL Discovery Garden</b>	<b>1,778.88</b>	<b>6,350.00</b>	<b>4,571.12</b>
<b>HLC</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
Annual Pumping Expense - diver in river	0.00	500.00	500.00
Greenhouse Maint., Repair and Renovatio	0.00	1,000.00	1,000.00
Greenhouse Supplies	-50.10	400.00	450.10
Maintenance	246.02	300.00	53.98
Toilet Repairs & Supplies	0.00	0.00	0.00
Victory Garden	150.85	477.00	326.15
<b>TOTAL HLC</b>	<b>346.77</b>	<b>2,677.00</b>	<b>2,330.23</b>
<b>Winter Program</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
Cleaning the carpet after class	0.00	50.00	50.00
New Class - Supplies	0.00	20.00	20.00
Speakers	450.00	350.00	-100.00
<b>TOTAL Winter Program</b>	<b>450.00</b>	<b>420.00</b>	<b>-30.00</b>
<b>TOTAL PSP Expense</b>	<b>2,744.43</b>	<b>11,392.00</b>	<b>8,647.57</b>
RESERVES for unexpected expenses	0.00	0.00	0.00
Special Events Expense	0.00	0.00	0.00
Plant Sale Expense	0.00	0.00	0.00
Advertising	2,539.60	2,630.00	90.40
Contributions - Plant Sale Volunteers	350.00	350.00	0.00
Electrical - meter 23609558	0.00	4,100.00	4,100.00
Exhibit Fees	2,172.00	2,177.00	5.00
Next Year Seed	-7.50	750.00	757.50
Next Year Supplies - McConkey	0.00	2,000.00	2,000.00
Plants	0.00	1,000.00	1,000.00
Propane	1,960.99	3,400.00	1,439.01
Supplies	-71.02	2,450.00	2,521.02
Vendor Costs	449.06	400.00	-49.06
Water - Pitchford meter	72.27	600.00	527.73
<b>TOTAL Plant Sale Expense</b>	<b>7,465.40</b>	<b>19,857.00</b>	<b>12,391.60</b>
Special Events-other	0.00	0.00	0.00
Bake Sale	0.00	75.00	75.00
Compost Tea	0.00	100.00	100.00

## Budget - Current Year

1/1/2014 through 12/31/2014 Using 2014 Budget

5/28/2014

Page 4

Category	1/1/2014 Actual	- Budget	12/31/2014 Difference
Taste-Off	0.00	15.00	15.00
Trash-To-Treasure Sale	46.15	250.00	203.85
TOTAL Special Events-other	46.15	440.00	393.85
TOTAL Special Events Expense	7,511.55	20,297.00	12,785.45
<b>TOTAL EXPENSES</b>	<b>12,031.03</b>	<b>38,181.00</b>	<b>26,149.97</b>
<b>OVERALL TOTAL</b>	<b>25,900.93</b>	<b>-1,050.00</b>	<b>26,950.93</b>