

DOUGLAS COUNTY MASTER GARDENERS
Executive Board Meeting at HLC
May 12, 2021

Call to Order: The meeting was called to order at 10:00 AM. There were 14 members in attendance, including President Julie Stanbery, Vice-President Diana Woodward, Past-President Nancy Fuller, Treasurer Diane Smith-Lewsadder, Membership Kay Livermore, and Secretary Bonnie Courter.

Agenda Approval: Bonnie Durick will report first, followed by Toni Rudolf.

Minutes Approval: The minutes were approved as posted.

Plant Sale - Bonnie Durick: We will continue selling plants to MG's throughout the summer every Tuesday, 9-11. Next Tuesday will be the last day for vegetables. Exact change or check must be used for purchases. Donations so far total close to \$8,000. Bonnie has reserved the Fairgrounds for next May for next year's Plant Sale. Eastside Greenhouse would love to have any plant donations when dividing perennials at home to boost their inventory.

Budget Review - Toni Rudolf:

Toni handed out the proposed budget to cover June 1 through December 31. Discussion ensued. Toni will send out the proposed budget through Shirley to the membership before the next chapter meeting. **Toni made a motion to present this budget to the chapter meeting. Kay Livermore seconded it. The motion was unanimously approved.** The budget will be on the agenda for the next chapter meeting.

Julie received receipts from 2019 from the Rock Garden totaling over \$500 of Tasha King's own money. Discussion of how to reimburse her ensued. Toni will see if there are any funds left over from the 2020 budget as well as any funds left from the signage grant. She will give the amounts to Julie. In the future, we will again remind everyone that receipts need to be turned in before December 31 of each year, or they will not be reimbursed.

Agent's Report - Steve Renquist:

- The Extension office is partially opened if you need to go in.
- OSU seems to be sending mixed messages as far as when they will reopen. Steve has to send in a request for each day of the week through October as to what he will be doing. The University is committed to re-opening in the Fall to on-campus classes, but will require everyone to have a vaccine.
- There are only four tenured Extension agents left in Oregon that have agriculture experience, including Steve. Three of the four are retiring in June. After those are gone, there are 4-5 campus-based agents without tenure, and they will have to go through all the paperwork every year to maintain their position. Thus it's possible they will always be looking for another opportunity since there are still 30 states that are still hiring extension agents with tenure.
- Steve has 2021 badge stickers if MG's want one for their badge.
- River levels are very low for this time of year. There will be early restrictions for those property owners with water rights. Steve suggests we pre-irrigate now, keeping the soil charged before

restrictions occur. Heat units will spike this summer, so find areas where you can stop watering gradually without damaging plants.

OFFICER REPORTS

Membership - Kay Livermore: We have 230 members.

OMGA - Barbie Hamby: Not present - her report: There is really nothing new to report from OMGA. Registration is still open for both OMGA's Mini College and the International MG Conference online. Our donation to the Silent Auction has been sent.

Treasurer - Diane Smith-Lewsadder: There was an email from Longwood Gardens in Pennsylvania advising us that an individual made a \$50 donation for the Discovery Garden. To receive the donation, they need us to supply them with proof of our non-profit status. Diane will investigate further to make sure it is not a scam.

Vice-President - Diana Woodward: Continuing Education for this month is on water wise gardening and will be online to watch and discuss at the chapter meeting. Diana will send a link out to the membership. The chapter meeting will be at Diana's at 10:00 on May 27. Kay Livermore will host the June chapter meeting, Dave Clark possibly in July, and Dawnetta Lewis will host the August meeting. Steve might host the one in September.

Past President - Nancy Fuller: Nothing to report.

President - Julie Stanbery: Blue Zones Project sent her an email asking for Master Gardeners to help in their upcoming workshop in June on "Gardening on a Budget". She would like an MG to give a 30 minute talk on re-growing food scraps or container gardening. Julie will send out the information to Shirley for any volunteers who would like to help.

COMMITTEE REPORTS

Awards - Diana Circle: Diana needs information about who is doing what at DCMG. Her committee submitted their nominations to OMGA for state awards. We should be allowed to have an awards banquet in the fall as long as OSU is open. Diana will contact the Methodist church as a backup to hold it mid to late October.

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

Discovery Garden - Julie Stanbery: Julie will wait until the chapter meeting to discuss all the projects at the Garden. Mark Schmoll has sold his house and is moving, so he will be greatly missed.

Fundraising - Nathan Baily: Not present, no report.

Greenhouse East - Bonnie Durick: They are asking for donations of different kinds of plants from members' gardens - they will eliminate some of the grasses and succulents and need some new inventory.

Greenhouse West - Carol Bolt: Not present - her report: Carol Bolt, Roselle Benesh and Barbara Zastrow will lead Westside Greenhouse now.

Hallmark - Linda Thames: Fred Alley lost his mother recently and was sent a sympathy card. Linda received a thanks from Maureen Benice, saying her “new shoulder is so much better than the one she was born with”. Jan Turley is having heart issues, and Janet Parkerson is having health issues so she won't be helping irrigate.

Newsletter - Bonnie Courter: Articles are due Saturday, May 29.

Plant Clinic - Chris Rusch: Not present - her report:

Our Plant Clinic is now open on a modified schedule. Leo, Bonnie, Karolyn and I will be working the clinic from 1-3 each day except Thursdays, limited to only one volunteer and no public allowed in. It's wonderful to get back to work and help out our Douglas County residents with their gardening and landscaping questions. With all the OSU guidelines and restrictions, we will most likely not be able to return to our program of old, at least for this year. At our first phase of opening we will be answering questions by phone and emails only. Hopefully this is not our “new normal”, but just a temporary setback to our program. Thanks, everyone, for your patience. Stay tuned for updates!

Publicity - Cheryl Caplan: Cheryl will be sending out information about the Plant Clinic hours to the newspaper and radio stations. Also she will send out PSA's encouraging the public to visit our Discovery Garden, and that soil testing is available also.

Trash to Treasure - Ann Severson: Not present - her report: Ann has set the date for the sale as July 9-10 and reserved the Winston Community Center.

Victory Garden - Carolyn Ruzicka: Not present - her report: Everything has been planted. They had a work crew out this week.

OLD BUSINESS: None

NEW BUSINESS: Nominating Committee: Last month Julie had a meeting of the Executive Board officers regarding their willingness to stay in their positions another year. All were willing except Diane who would like to be replaced. At the chapter meeting, Julie will open it up to the floor for nominations for the Board positions, including Treasurer. Then she will present the nominees to membership, publish the nominees in the June Newsletter, vote at the July chapter meeting, and install the new Board at the August chapter meeting.

SHOW AND TELL: None

ANNOUNCEMENTS: Chapter Meeting on Thursday, May 27, 10:00, at Diana Woodward's residence.

ADJOURNMENT: The meeting was adjourned at 11:19 AM.

Respectfully submitted, Bonnie Courter, Secretary

11:46 AM
05/05/21

Douglas County Master Gardeners
Account Balances
As of May 5, 2021

	May 5, 21	
	Debit	Credit
10000 · BANK ACCOUNTS:10103 · NWCC - MMK SAVINGS	28,043.31	
10000 · BANK ACCOUNTS:10102 · NWCC - RESERVE ACC...	5,007.39	
10000 · BANK ACCOUNTS:10101 · NWCC - CHECKING	931.25	
TOTAL	<u>33,981.95</u>	<u>0.00</u>

Douglas County Master Gardeners
Cash Flow - Profit & Loss
April 14 through May 5, 2021

	<u>Apr 14 - May 5, 21</u>
Income	
46400 · PROGRAM SERVICE PROJECT (PSP)	
46440 · Soil Testing	130.00
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Total 46400 · PROGRAM SERVICE PROJECT (PSP)	130.00
47000 · SPECIAL EVENTS	
47100 · PLANT SALE	
47130 · Sales - Event	-1,240.00
47150 · Sales - Pre Event	763.00
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Total 47100 · PLANT SALE	-477.00
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Total 47000 · SPECIAL EVENTS	-477.00
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Total Income	-347.00
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Gross Profit	-347.00
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Expense	
60000 · EXPENSES	
61000 · MANAGEMENT & GENERAL	
61500 · ADMINISTRATION	
61580 · Postage for Exec Board	22.00
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Total 61500 · ADMINISTRATION	22.00
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Total 61000 · MANAGEMENT & GENERAL	22.00
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62000 · PROGRAM SERVICE PROJECT (PSP)	
62400 · DISCOVERY GARDEN (DG)	
62449 · Maintenance DG	15.43
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Total 62400 · DISCOVERY GARDEN (DG)	15.43
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Total 62000 · PROGRAM SERVICE PROJECT (PSP)	15.43
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63000 · HORTICULTURAL LEARNING CTR(HLC)	
63145 · HLC Maintenance	38.52
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Total 63000 · HORTICULTURAL LEARNING CTR(HLC)	38.52
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65000 · SPECIAL EVENTS	
65100 · PLANT SALE (PS)	
65170 · Supplies	119.38
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Total 65100 · PLANT SALE (PS)	119.38
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Total 65000 · SPECIAL EVENTS	119.38
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66000 · UTILITIES	
66010 · Electricity - HLC	
66010.2 · Electricity - 82346502 - HLC	383.51
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Total 66010 · Electricity - HLC	383.51

11:47 AM
05/05/21
Cash Basis

Douglas County Master Gardeners
Cash Flow - Profit & Loss
April 14 through May 5, 2021

	<u>Apr 14 - May 5, 21</u>
66020 · Electricity - Pump	
66020.2 · Electricity - 81156829 - Pump	<u>8.73</u>
Total 66020 · Electricity - Pump	<u>8.73</u>
Total 66000 · UTILITIES	392.24
67000 · EXPENSE APPROVED NOT BUDGETED	
67012 · Signage - 2020 Karl Carlson	<u>39.99</u>
Total 67000 · EXPENSE APPROVED NOT BUDGETED	<u>39.99</u>
Total 60000 · EXPENSES	<u>627.56</u>
Total Expense	<u>627.56</u>
Net Income	<u><u>-974.56</u></u>

Douglas County Master Gardeners
Profit & Loss Forecast Overview
January 2020 through May 2021

	Jan '20 - May ...	Forecast	\$ Over Forecast
Income			
43400 · DONATIONS			
43410 · Contributions	1,166.00	0.00	1,166.00
43420 · Amazon Smile Foundation	99.56	40.00	59.56
43430 · Kroger Community Rewards	65.79	5.00	60.79
43435 · BottleDrop	114.90	0.00	114.90
43440 · Grants	3,150.00	0.00	3,150.00
Total 43400 · DONATIONS	4,596.25	45.00	4,551.25
44800 · DUES- MEMBERSHIP			
44810 · Membership Dues	4,542.50	2,210.00	2,332.50
44820 · Newsletter	455.00	262.50	192.50
Total 44800 · DUES- MEMBERSHIP	4,997.50	2,472.50	2,525.00
45000 · Interest Income - Bank	72.98	70.00	2.98
46400 · PROGRAM SERVICE PROJECT (PSP)			
46440 · Soil Testing	1,180.00	430.00	750.00
46450 · Spring into Gardening - REFUND	250.00	250.00	0.00
Total 46400 · PROGRAM SERVICE PROJECT (PSP)	1,430.00	680.00	750.00
47000 · SPECIAL EVENTS			
47100 · PLANT SALE			
47110 · Raffle	0.00	0.00	0.00
47120 · Entrance Fees	0.00	0.00	0.00
47130 · Sales - Event	-1,240.00	0.00	-1,240.00
47140 · Sales - Post Event	0.00	0.00	0.00
47150 · Sales - Pre Event	13,197.03	0.00	13,197.03
47160 · Sales - Vendors' Booths	0.00	0.00	0.00
47170 · Tips for 4-H Volunteers	0.00	0.00	0.00
Total 47100 · PLANT SALE	11,957.03	0.00	11,957.03
47210 · Bake Sale	0.00	0.00	0.00
47220 · Compost Tea	707.00	950.00	-243.00
47230 · Tee Shirt Sales	0.00	0.00	0.00
47235 · Black Apparel	600.00	0.00	600.00
47240 · Trash-To-Treasure	4,449.18	3,000.00	1,449.18
47250 · Vermiculture - Worms	0.00	0.00	0.00
47255 · Grafted Apple Trees	350.00	0.00	350.00
Total 47000 · SPECIAL EVENTS	18,063.21	3,950.00	14,113.21
Total Income	29,159.94	7,217.50	21,942.44
Gross Profit	29,159.94	7,217.50	21,942.44
Expense			
60000 · EXPENSES			
61000 · MANAGEMENT & GENERAL			
61100 · AWARDS & BANQUET			
61110 · Awards	0.00	112.00	-112.00
61120 · Banquet	0.00	224.00	-224.00
Total 61100 · AWARDS & BANQUET	0.00	336.00	-336.00

Douglas County Master Gardeners
Profit & Loss Forecast Overview
January 2020 through May 2021

	Jan '20 - May ...	Forecast	\$ Over Forecast
61200 · CONFERENCES			
61210 · Chapter Meetings	0.00	0.00	0.00
61230 · OMGA International	0.00	0.00	0.00
61240 · OMGA Quarterly Meetings	0.00	0.00	0.00
61250 · OMGA Travel	0.00	239.00	-239.00
Total 61200 · CONFERENCES	0.00	239.00	-239.00
61300 · OMGA Dues	1,547.00	3,121.00	-1,574.00
61400 · GRANTS/GIFTS/SCHOLARSHIPS			
61420 · 4-H Donation	0.00	0.00	0.00
61440 · Gifts - Hallmark postage/cards	0.00	50.00	-50.00
61450 · Gifts - Miscellaneous	5.00	5.00	0.00
61460 · Gifts - Officers	0.00	0.00	0.00
61480 · Scholarships	0.00	0.00	0.00
Total 61400 · GRANTS/GIFTS/SCHOLARSHIPS	5.00	55.00	-50.00
61500 · ADMINISTRATION			
61510 · Bank Charges	0.00	0.00	0.00
61520 · Check Print Charges	49.71	50.00	-0.29
61530 · Historian	0.00	0.00	0.00
61540 · Hospitality	132.98	168.00	-35.02
61550 · Liability Insurance	613.00	650.00	-37.00
61560 · Newsletter Printing & Postage	290.86	415.00	-124.14
61570 · OMGA Search for Excellence	0.00	0.00	0.00
61580 · Postage for Exec Board	61.60	80.00	-18.40
61590 · Supplies for Exec Board	123.21	250.00	-126.79
Total 61500 · ADMINISTRATION	1,271.36	1,613.00	-341.64
Total 61000 · MANAGEMENT & GENERAL	2,823.36	5,364.00	-2,540.64
62000 · PROGRAM SERVICE PROJECT (PSP)			
62110 · ADVANCED TRAINING			
62120 · Continuing Education	0.00	0.00	0.00
62125 · Spring into Gardening	0.00	0.00	0.00
62150 · WINTER PROGRAM			
62160 · New Class - Supplies	8.99	29.00	-20.01
64170 · Speakers	450.00	1,100.00	-650.00
Total 62150 · WINTER PROGRAM	458.99	1,129.00	-670.01
Total 62110 · ADVANCED TRAINING	458.99	1,129.00	-670.01
62200 · CLINIC & OFFICE			
62210 · Farmers' Market - Canyonville	0.00	0.00	0.00
62220 · Farmers' Market - Roseburg	0.00	0.00	0.00
62240 · Insects	45.71	56.00	-10.29
62250 · Library	0.00	0.00	0.00
62260 · Plant Clinic & Office Supplies	0.00	30.00	-30.00
62280 · Soil Testing	400.00	850.00	-450.00
62290 · Website Development	129.39	150.00	-20.61
Total 62200 · CLINIC & OFFICE	575.10	1,086.00	-510.90

Douglas County Master Gardeners
Profit & Loss Forecast Overview
January 2020 through May 2021

	Jan '20 - May ...	Forecast	\$ Over Forecast
62300 · COMMUNITY OUTREACH			
62310 · DC Fair Outreach Booth	0.00	0.00	0.00
62320 · Printing Materials 4 Outreach	0.00	0.00	0.00
62330 · Speakers Bureau	0.00	0.00	0.00
Total 62300 · COMMUNITY OUTREACH	0.00	0.00	0.00
62400 · DISCOVERY GARDEN (DG)			
62402 · Butterfly Garden	0.00	0.00	0.00
62405 · Children's Garden	24.99	25.00	-0.01
62409 · Compost/Biochar/Vermiculture	0.00	0.00	0.00
62413 · Easy Access (Container Garden)	241.95	242.00	-0.05
62421 · Entry Garden	0.00	0.00	0.00
62425 · Herb Garden	0.00	0.00	0.00
62429 · Hummingbird Garden	0.00	0.00	0.00
62433 · Iris Garden	199.87	200.00	-0.13
62437 · Irrigation	0.00	0.00	0.00
62441 · Japanese Garden	0.00	0.00	0.00
62445 · Kiosk - Donor Board	0.00	0.00	0.00
62449 · Maintenance DG	340.27	517.00	-176.73
62453 · Mulch	0.00	0.00	0.00
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	0.00	0.00
62473 · Raised Beds (Dahlia-Lily)	0.00	0.00	0.00
62477 · Rock Garden	0.00	0.00	0.00
62481 · Shade Garden	0.00	0.00	0.00
62485 · Signage	0.00	0.00	0.00
62488 · Straw Bale Garden	0.00	0.00	0.00
62491 · Sun Garden	0.00	0.00	0.00
62498 · Xeriscape Garden	0.00	0.00	0.00
Total 62400 · DISCOVERY GARDEN (DG)	807.08	984.00	-176.92
Total 62000 · PROGRAM SERVICE PROJECT (P...	1,841.17	3,199.00	-1,357.83
63000 · HORTICULTURAL LEARNING CTR(HLC)			
63110 · Annual Pumping Expense (Diver)	300.00	300.00	0.00
63120 · Eastside Greenhouse Maintenance	2,196.72	3,370.00	-1,173.28
63125 · Eastside Greenhouse Supplies	160.58	188.00	-27.42
63130 · Garbage Dump Fee	80.52	225.00	-144.48
63140 · HLC Fire Extinguishers	52.00	60.00	-8.00
63145 · HLC Maintenance	472.61	484.00	-11.39
63150 · HLC Orchard	0.00	0.00	0.00
63160 · Toilet Repairs & Supplies	15.57	60.00	-44.43
63170 · Tree Trimming Professional	0.00	0.00	0.00
63180 · Victory Garden	368.18	473.00	-104.82
63185 · Victory Garden Signage	0.00	0.00	0.00
63190 · Westside Greenhouse Maintenance	98.22	367.00	-268.78
63195 · Westside Greenhouse Supplies	-69.00	104.00	-173.00
Total 63000 · HORTICULTURAL LEARNING CTR(...	3,675.40	5,631.00	-1,955.60

Douglas County Master Gardeners
Profit & Loss Forecast Overview
January 2020 through May 2021

	Jan '20 - May ...	Forecast	\$ Over Forecast
65000 · SPECIAL EVENTS			
65100 · PLANT SALE (PS)			
65110 · Advertising	355.19	1,555.00	-1,199.81
65120 · Contributions - PS Volunteers	0.00	0.00	0.00
65130 · Exhibit Fees	0.00	3,400.00	-3,400.00
65140 · Next Year's Seeds	307.65	800.00	-492.35
65150 · Next Year's Supplies - PS	1,002.07	1,000.00	2.07
65164 · Plants - Eastside	174.96	475.00	-300.04
65168 · Plants - Westside	0.00	300.00	-300.00
65170 · Supplies	1,435.25	2,744.00	-1,308.75
Total 65100 · PLANT SALE (PS)	3,275.12	10,274.00	-6,998.88
65190 · PROPANE TANKS			
65191 · Eastside Greenhouse #1 75532	1,243.63	1,528.00	-284.37
65193 · Eastside Greenhouse #2 MO327516	1,082.09	1,526.00	-443.91
65196 · Westside Greenhouse #3 49518	516.66	1,291.00	-774.34
65198 · Westside Greenhouse #500 48450	353.94	753.00	-399.06
Total 65190 · PROPANE TANKS	3,196.32	5,098.00	-1,901.68
65210 · Bake Sale	0.00	75.00	-75.00
65230 · Compost Tea	148.33	150.00	-1.67
65250 · Taste-Off	0.00	0.00	0.00
65270 · Tee Shirts	0.00	0.00	0.00
65275 · Black Apparel	589.00	589.00	0.00
65280 · BottleDrop	0.00	0.00	0.00
65290 · Trash-To-Treasure	39.99	390.00	-350.01
Total 65000 · SPECIAL EVENTS	7,248.76	16,576.00	-9,327.24
66000 · UTILITIES			
66010 · Electricity - HLC			
66010.2 · Electricity - 82346502 - HLC	4,282.24	5,974.00	-1,691.76
Total 66010 · Electricity - HLC	4,282.24	5,974.00	-1,691.76
66020 · Electricity - Pump			
66020.2 · Electricity - 81156829 - Pump	285.95	325.00	-39.05
Total 66020 · Electricity - Pump	285.95	325.00	-39.05
66050 · Water - Heleck Hall Meter	1,136.30	1,094.00	42.30
66060 · Water - Caretakers Meter	31.11	100.00	-68.89
Total 66000 · UTILITIES	5,735.60	7,493.00	-1,757.40

Douglas County Master Gardeners
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 January 2020 through May 2021

	Jan '20 - May ...	Forecast	\$ Over Forecast
67000 · EXPENSE APPROVED NOT BUDGETED			
67001 · Plant Clinic Office	212.00	212.00	0.00
67007 · Trash to Treasure	350.00	350.00	0.00
67008 · BottleDrop Setup Expenses	0.00	100.00	-100.00
67011 · Rock Garden - 2019 Karl Carlson	56.30	200.00	-143.70
67012 · Signage - 2020 Karl Carlson	139.73	250.00	-110.27
67013 · Extension Educator Grant - 2020	0.00	400.00	-400.00
67021 · ESG - 2019 Ford Grant	2,239.67	2,239.67	0.00
67022 · ESG - 2020 Cow Creek Grant	2,500.00	2,500.00	0.00
Total 67000 · EXPENSE APPROVED NOT BUDG...	5,497.70	6,251.67	-753.97
Total 60000 · EXPENSES	26,821.99	44,514.67	-17,692.68
68001 · Voids	0.00		
Total Expense	26,821.99	44,514.67	-17,692.68
Net Income	2,337.95	-37,297.17	39,635.12