

**DOUGLAS COUNTY MASTER GARDENERS**  
**Executive Board Meeting**  
**Rm. 310 Douglas County Courthouse**  
**October 13, 2021**

**Call to Order:** The meeting was called to order at 10:00. There were 13 in attendance including President Julie Stanbery, Past President Nancy Fuller, Vice-President Diana Woodward, Membership Kay Livermore, and Secretary Bonnie Courter.

**Agenda Approval:** Add Trash to Treasure.

**Minutes Approval:** The minutes were approved as posted.

**Agent's Report - Steve Renquist:** Steve mentioned Laura Corder lost her husband last week and will be on leave for an indeterminate period of time.

Julie Stanbery shared that the Concurrent Sessions for next week for Fall Training Class will be different than in the past. Students will remain seated in their assigned places, and presenters will speak to the whole class, one at a time. Steve will begin at 9:00 talking about the PNW's for 30 minutes followed by Chris Rusch who will give a Power Point presentation on plant clinic for 30 minutes. Vicki McAlister will go over time sheets, Leo Grass on Community Outreach and DCMG history, Carol Bolt will speak on soil testing, Bonnie Durick on Plant Sale, Nathan Baily on fundraising, possibly Richard Johnstone on Insect Committee, Ann Severson on Trash to Treasure sale, Julie on the Discovery Garden, and finally Julie & Diana Woodward on chapter duties.

Thursday Workshops: Geoff Puryear gave a talk at the Xeriscape and Herb gardens last week with 14 students participating. He gave an excellent presentation. This coming Thursday, Ken Hays will give a talk on composting, Nathan Baily on vermicomposting. Someone will give a tour of the Victory Garden and Bruce Gravens will give some hands-on tips for propagation at the Eastside Greenhouse. The workshop on the 21st will offer two sessions with the Westside Greenhouse crew. Students signed up for either the 10-12 or the 1-3 session. Turf management on the 28th after the chapter meeting will be given by Steve. Everyone will meet at Stewart Park and the baseball sports fields. Except for the Westside greenhouse session on the 21st which is for students only, mentors and MG veterans are welcome to attend these workshops.

## **OFFICER REPORTS**

**Past President - Nancy Fuller:** Nancy is still working through all the material from attending the International Conference. The brown marmorated stinkbug has essentially invaded her home. As an aside, Nancy has noticed a lot of masks discarded in parking lots - she encouraged people to cut off the loops as birds and animals are getting caught in them.

**Membership - Kay Livermore:** Trainees were added to the roster. Total membership is 248.

**OMGA - Kish Doyle:** Not present. No report.

**Treasurer - Toni Rudolph for Dawnetta Loomis:** Financials are posted.

**Vice-President - Diana Woodward:** There are two more LevelUp sessions. The next one is “Adapting Your Garden & Landscape for Climate Change” by Weston Miller.

**President - Julie Stanbery:** There’s a rumor that there will be no in-person training classes allowed in 2022. Steve will look into confirming or denying that. There’s a new Dean of OSU Extension who wants to make the rounds to visit other counties, hopefully ours as well. We will send him an invitation.

## **COMMITTEE REPORTS**

**Awards Team - Ann Severson:** Ann is going through all the members to document their activities. She has 5 people on the nominating committee to pick “MG of Year” and “Behind the Scenes MG of the Year”. She would like to have 7. Sharon Hopkins, Fred Alley, Chris Rusch, Garry Gerlach, and Lynda Harding are on that committee. Ann asked about money to buy awards and was told she has \$350 allocated in the budget. Julie said we may have to find a bigger facility than First United Methodist Church in which to hold our Awards Banquet in January. Elva Sellens felt that door prizes or raffles should only be available to MG’s, not spouses.

Trash to Treasure is scheduled for June 3rd for setup and the sale June 4. We will be able to start setup at 11:00 instead of 12:00 on June 3.

**Community Outreach - Leo Grass:** Not present. No report.

**Discovery Garden - Julie Stanbery:** Umpqua Basin water will be turned off next week for the Discovery Garden. Hoses will be taken down and winterized. Water will still be available for dahlias and the greenhouses. Larry Rich and Doug Gissel have both checked out on using the tractor. Starting in January, we will have Tuesday workdays on pruning. Hopefully Steve can help out with that if he is still around.

**Facebook - Barbara Horst:** Not present. No report.

**Fundraising - Nathan Baily:** Not present. No report.

**Greenhouse West - Carol Bolt:** They are cleaning up plants. They will have hands-on propagation sessions on the 21st for the new students. They will start seeding in January and students will be able to help with that.

**Greenhouse East - Bonnie Durick:** Getting plants ready for winter and weeding.

**Hallmark - Linda Thames:** She will send out a sympathy card for Laura Corder and her family.

**Insect Committee - Richard Johnstone:** Not present - no report.

**Newsletter - Bonnie Courter:** Submissions are due October 30.

**Plant Clinic/Spring Into Gardening - Chris Rusch:**

Plant Clinic: First of all, I want to thank everyone who worked this past summer at our Plant Clinic!! The Plant Clinic is one of our DCMG programs that reaches out to our community to help people solve a wide range of gardening and landscape questions. We are lucky to have a great team this year with Leo Grass, Bonnie Courter, Chris Rusch, and Karolyn Riecks. Other veterans that have helped us out on Thursdays this year include Linda Estep and Diane Smith-Lewsadder.

During the month of September we had over 40 calls, visits or emails to the clinic. Questions for September were diverse, including problems with powdery mildew, lawns, plant and weed identification and lots of insects. In addition, we have been helping clients with landscaping questions.

With all of the OSU guidelines and restrictions, we will most likely not be able to return to our program of old, at least for this year. Our training team is looking forward to beginning training our new volunteers in the clinic starting in February 2022, one trainee at a time. This could take some time so we are also proposing we will reduce the Plant Clinic hour requirements (like we did for 2020) for the class of 2021 this year to a minimum of 3 shifts (9 hours). [Steve says if he's still around, he may hold some Advanced Diagnostic Classes for the new students to help sharpen their skills. Steve would like to see more hours required for Plant Clinic - maybe 18 hours instead. Steve will talk with Chris today about that.]

Spring into Gardening: Chris is working with the Phoenix School for a great event on March 12. Speakers are getting lined up! If you want to volunteer to help or be a speaker, send Chris an email.

**Publicity - Cheryl Caplan**: Nothing to report. She will check with Chris about more publicity for Plant Clinic. She also would like to interview Steve soon for a biographical article for the paper.

**Soil Testing - Carol Bolt**: Alan Ward is leaving in December, so she could use some help.

**Swinger Bars - Kay Livermore**: Nothing to report.

**Victory Garden - Carolyn Ruzicka**: Not present. Her report: they will have another work day next Tuesday, then plant garlic and a cover crop. She's surprised how much there's still left to harvest.

**Waddington Fund - Team**: The team is meeting once a month - there are 9 people on the committee. They need to decide on how to invest the funds to make income off the principle, then once that is done, how to spend the funds. Patrice Sipos and Toni Rudolph will be consulting a CPA locally how best to handle the funds. This CPA is someone who actually handled OMGA tax questions so is familiar with the Master Gardener organization. The consultation fee will be close to \$100. The team recommends that costs like this of implementing the funds come out of chapter funds, not Waddington funds. Julie wanted a motion to pay the \$100 to the CPA and other expenses from unbudgeted MG funds. Discussion followed. **Kay Livermore made a motion that any costs required to implement these funds come out of our general unbudgeted funds. Toni Rudolph seconded the motion. The vote was unanimous.**

The bench and patio area honoring Anne was also decided to be paid from our MG funds, not Anne's endowment fund. Dave and Sharon Hopkins purchased a bench for \$137 and expressed

the desire to donate it themselves so it wouldn't come out of the Waddington fund. The total cost of the memorial bench, plaque, and pavers will be about \$400. The team recommends to the membership that we make that money available. We should offer to pay back the cost of the bench to Dave and Sharon, and if they still want to make it a donation, we will pay for the plaque and pavers out of our unbudgeted funds. **Toni Rudolph moved that \$400 be set aside to cover the cost of the memorial. Diana Woodward seconded the motion. The vote was unanimous. We will now recommend it to the membership at the next chapter meeting.**

#### **OLD BUSINESS: Budget Review**

We now have a balanced budget. However, the costs of heating oil will be going up. We may have to increase the price of plants. Also costs for soil testing chemicals have gone up as well, so we may need to revisit these expenses next year.

This budget will be presented to the October chapter meeting, printed in the November Newsletter, and voted on at the November chapter meeting. **Toni Rudolph moved that we accept the proposed budget and present it to the membership for approval. Bonnie Courter seconded the motion. The motion passed unanimously.**

The October chapter meeting will be held in the Extension Auditorium. We will need a quorum at the November chapter meeting to pass the budget. Discussion ensued whether to hold it on Zoom or hold it in person. It was decided to use the October chapter meeting as a "trial run" to see if many people show up, then make a decision after that.

**NEW BUSINESS:** None.

**SHOW AND TELL:** Steve said a forester sent him an email showing him pictures the forester took going over the Cascade passes of acres and acres of Douglas firs that weren't in wildfires, but that showed their tips entirely brown on one side. Steve believes that extreme heat early this summer resulted in the tips being scorched as they were still rather tender.

#### **ANNOUNCEMENTS:**

Chapter Meeting: October 28, 10:00, location Extension Auditorium

**SHOW AND TELL:** None.

**ADJOURNMENT:** The meeting was adjourned at 11:28 AM.

Respectfully submitted,  
Bonnie Courter, Secretary

10:46 AM  
10/12/21

Douglas County Master Gardeners  
Account Balances  
As of October 11, 2021

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	Oct 11, 21	
	Debit	Credit
10000 · BANK ACCOUNTS:10104 · NWCC - WADDINGTON F...	89,485.51	
10000 · BANK ACCOUNTS:10103 · NWCC - MMK SAVINGS	40,914.50	
10000 · BANK ACCOUNTS:10102 · NWCC - RESERVE ACCO...	5,008.44	
10000 · BANK ACCOUNTS:10101 · NWCC - CHECKING	176.45	
<b>TOTAL</b>	<b><u>135,584.90</u></b>	<b><u>0.00</u></b>

Douglas County Master Gardeners  
Cash Flow - Profit & Loss  
September 8 through October 11, 2021

	<u>Sep 8 - Oct 11, 21</u>
<b>Income</b>	
<b>43400 · DONATIONS</b>	
43410 · Contributions	50.00
<b>Total 43400 · DONATIONS</b>	50.00
<b>44800 · DUES- MEMBERSHIP</b>	
44830 · Class Fees	1,800.00
<b>Total 44800 · DUES- MEMBERSHIP</b>	1,800.00
<b>46400 · PROGRAM SERVICE PROJECT (PSP)</b>	
46440 · Soil Testing	80.00
<b>Total 46400 · PROGRAM SERVICE PROJECT (PSP)</b>	80.00
<b>47000 · SPECIAL EVENTS</b>	
47220 · Compost Tea	44.00
<b>Total 47000 · SPECIAL EVENTS</b>	44.00
<b>Total Income</b>	1,974.00
<b>Gross Profit</b>	1,974.00
<b>Expense</b>	
<b>60000 · EXPENSES</b>	
<b>61000 · MANAGEMENT &amp; GENERAL</b>	
<b>61500 · ADMINISTRATION</b>	
61550 · Liability Insurance	723.00
61580 · Postage for Exec Board	11.60
<b>Total 61500 · ADMINISTRATION</b>	734.60
<b>Total 61000 · MANAGEMENT &amp; GENERAL</b>	734.60
<b>62000 · PROGRAM SERVICE PROJECT (PSP)</b>	
<b>62200 · CLINIC &amp; OFFICE</b>	
62290 · Website Development	116.40
<b>Total 62200 · CLINIC &amp; OFFICE</b>	116.40
<b>62300 · COMMUNITY OUTREACH</b>	
62310 · DC Fair Outreach Booth	45.31
<b>Total 62300 · COMMUNITY OUTREACH</b>	45.31
<b>Total 62000 · PROGRAM SERVICE PROJECT (PSP)</b>	161.71
<b>63000 · HORTICULTURAL LEARNING CTR(HLC)</b>	
63120 · Eastside Greenhouse Maintenance	229.20
63180 · Victory Garden	46.48
<b>Total 63000 · HORTICULTURAL LEARNING CTR(HLC)</b>	275.68

10:58 AM  
10/12/21  
Cash Basis

Douglas County Master Gardeners  
Cash Flow - Profit & Loss  
September 8 through October 11, 2021

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	<u>Sep 8 - Oct 11, 21</u>
<b>65000 · SPECIAL EVENTS</b>	
<b>65190 · PROPANE TANKS</b>	
65191 · Eastside Greenhouse #1 75532	200.00
65193 · Eastside Greenhouse #2 MO327516	200.00
65196 · Westside Greenhouse #3 49518	283.73
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<b>Total 65190 · PROPANE TANKS</b>	683.73
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<b>Total 65000 · SPECIAL EVENTS</b>	683.73
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<b>66000 · UTILITIES</b>	
<b>66010 · Electricity - HLC</b>	
66010.2 · Electricity - 82346502 - HLC	131.04
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<b>Total 66010 · Electricity - HLC</b>	131.04
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<b>66020 · Electricity - Pump</b>	
66020.2 · Electricity - 81156829 - Pump	24.32
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<b>Total 66020 · Electricity - Pump</b>	24.32
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<b>Total 66000 · UTILITIES</b>	155.36
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<b>Total 60000 · EXPENSES</b>	2,011.08
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<b>Total Expense</b>	2,011.08
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<b>Net Income</b>	<b>-37.08</b>
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10/12/21  
Cash Basis

Douglas County Master Gardeners  
Actual vs Budget  
January through December 2021

	<u>Jan - Dec 21</u>	<u>Budget</u>	<u>\$ Over Budget</u>
<b>Income</b>			
<b>43400 · DONATIONS</b>			
43410 · Contributions	90,168.43	736.00	89,432.43
43420 · Amazon Smile Foundation	114.65	78.00	36.65
43430 · Kroger Community Rewards	81.68	66.00	15.68
43435 · BottleDrop	499.40	415.00	84.40
<b>Total 43400 · DONATIONS</b>	<u>90,864.16</u>	<u>1,295.00</u>	<u>89,569.16</u>
<b>44800 · DUES- MEMBERSHIP</b>			
44810 · Membership Dues	2,370.00	2,333.00	37.00
44820 · Newsletter - Income	192.50	192.00	0.50
44830 · Class Fees	1,800.00	1,900.00	-100.00
<b>Total 44800 · DUES- MEMBERSHIP</b>	<u>4,362.50</u>	<u>4,425.00</u>	<u>-62.50</u>
<b>45000 · Interest Income - Bank</b>	50.63	35.00	15.63
<b>46400 · PROGRAM SERVICE PROJECT (PSP)</b>			
46440 · Soil Testing	907.00	810.00	97.00
<b>Total 46400 · PROGRAM SERVICE PROJECT (PSP)</b>	<u>907.00</u>	<u>810.00</u>	<u>97.00</u>
<b>47000 · SPECIAL EVENTS</b>			
<b>47100 · PLANT SALE</b>			
47130 · Sales - Event	7,041.64	7,048.00	-6.36
47140 · Sales - Post Event	1,842.00	500.00	1,342.00
47150 · Sales - Pre Event	805.00	805.00	0.00
<b>Total 47100 · PLANT SALE</b>	<u>9,688.64</u>	<u>8,353.00</u>	<u>1,335.64</u>
47220 · Compost Tea	901.00	700.00	201.00
47240 · Trash-To-Treasure	4,530.30	3,500.00	1,030.30
<b>Total 47000 · SPECIAL EVENTS</b>	<u>15,119.94</u>	<u>12,553.00</u>	<u>2,566.94</u>
<b>Total Income</b>	<u>111,304.23</u>	<u>19,118.00</u>	<u>92,186.23</u>
<b>Gross Profit</b>	111,304.23	19,118.00	92,186.23
<b>Expense</b>			
<b>60000 · EXPENSES</b>			
<b>61000 · MANAGEMENT &amp; GENERAL</b>			
<b>61100 · AWARDS &amp; BANQUET</b>			
61110 · Awards	506.42	618.42	-112.00
61120 · Banquet	0.00	224.00	-224.00
<b>Total 61100 · AWARDS &amp; BANQUET</b>	<u>506.42</u>	<u>842.42</u>	<u>-336.00</u>
<b>61200 · CONFERENCES</b>			
61250 · OMGA Travel	0.00	229.00	-229.00
<b>Total 61200 · CONFERENCES</b>	<u>0.00</u>	<u>229.00</u>	<u>-229.00</u>



10/12/21  
Cash Basis

**Douglas County Master Gardeners**  
**Actual vs Budget**  
January through December 2021

	Jan - Dec 21	Budget	\$ Over Budget
<b>61400 · GRANTS/GIFTS/SCHOLARSHIPS</b>			
61480 · Scholarships	0.00	300.00	-300.00
<b>Total 61400 · GRANTS/GIFTS/SCHOLARSHIPS</b>	0.00	300.00	-300.00
<b>61500 · ADMINISTRATION</b>			
61520 · Check Print Charges	49.71	50.00	-0.29
61540 · Hospitality	0.00	35.00	-35.00
61550 · Liability Insurance	723.00	637.00	86.00
61560 · Newsletter Printing & Postage	159.59	193.00	-33.41
61580 · Postage for Exec Board	40.20	106.00	-65.80
61590 · Supplies for Exec Board	0.00	127.00	-127.00
<b>Total 61500 · ADMINISTRATION</b>	972.50	1,148.00	-175.50
<b>Total 61000 · MANAGEMENT &amp; GENERAL</b>	1,478.92	2,519.42	-1,040.50
<b>62000 · PROGRAM SERVICE PROJECT (PSP)</b>			
<b>62200 · CLINIC &amp; OFFICE</b>			
62260 · Plant Clinic & Office Supplies	0.00	100.00	-100.00
62280 · Soil Testing	254.58	450.00	-195.42
62290 · Website Development	116.40	150.00	-33.60
<b>Total 62200 · CLINIC &amp; OFFICE</b>	370.98	700.00	-329.02
<b>62300 · COMMUNITY OUTREACH</b>			
62310 · DC Fair Outreach Booth	90.97	100.00	-9.03
<b>Total 62300 · COMMUNITY OUTREACH</b>	90.97	100.00	-9.03
<b>62400 · DISCOVERY GARDEN (DG)</b>			
62417 · Educational Signage	89.98	150.00	-60.02
62449 · Maintenance DG	1,010.59	1,252.00	-241.41
<b>Total 62400 · DISCOVERY GARDEN (DG)</b>	1,100.57	1,402.00	-301.43
<b>Total 62000 · PROGRAM SERVICE PROJECT (PSP)</b>	1,562.52	2,202.00	-639.48
<b>63000 · HORTICULTURAL LEARNING CTR(HLC)</b>			
63110 · Annual Pumping Expense (Diver)	0.00	300.00	-300.00
63120 · Eastside Greenhouse Maintenance	229.20	700.00	-470.80
63125 · Eastside Greenhouse Supplies	0.00	800.00	-800.00
63130 · Garbage Dump Fee	0.00	144.00	-144.00
63140 · HLC Fire Extinguishers	54.00	58.00	-4.00
63145 · HLC Maintenance	281.03	604.00	-322.97
63160 · Toilet Repairs & Supplies	0.00	94.00	-94.00
63180 · Victory Garden	553.71	226.00	327.71
63190 · Westside Greenhouse Maintenance	16.20	269.00	-252.80
63195 · Westside Greenhouse Supplies	28.63	173.00	-144.37
<b>Total 63000 · HORTICULTURAL LEARNING CTR(HLC)</b>	1,162.77	3,368.00	-2,205.23

10/12/21  
Cash Basis

**Douglas County Master Gardeners**  
**Actual vs Budget**  
January through December 2021

	<u>Jan - Dec 21</u>	<u>Budget</u>	<u>\$ Over Budget</u>
<b>65000 · SPECIAL EVENTS</b>			
<b>65100 · PLANT SALE (PS)</b>			
65110 · Advertising	0.00	200.00	-200.00
65140 · Next Year's Seeds	0.00	800.00	-800.00
65150 · Next Year's Supplies - PS	119.34	800.00	-680.66
65164 · Plants - Eastside	0.00	150.00	-150.00
65168 · Plants - Westside	402.87	650.00	-247.13
65170 · Supplies	1,477.02	2,033.00	-555.98
<b>Total 65100 · PLANT SALE (PS)</b>	1,999.23	4,633.00	-2,633.77
<b>65190 · PROPANE TANKS</b>			
65191 · Eastside Greenhouse #1 75532	552.87	912.00	-359.13
65193 · Eastside Greenhouse #2 MO327516	481.13	825.00	-343.87
65196 · Westside Greenhouse #3 49518	283.73	574.00	-290.27
65198 · Westside Greenhouse #500 48450	0.00	399.00	-399.00
<b>Total 65190 · PROPANE TANKS</b>	1,317.73	2,710.00	-1,392.27
65210 · Bake Sale	0.00	75.00	-75.00
65290 · Trash-To-Treasure	0.00	475.00	-475.00
<b>Total 65000 · SPECIAL EVENTS</b>	3,316.96	7,893.00	-4,576.04
<b>66000 · UTILITIES</b>			
<b>66010 · Electricity - HLC</b>			
66010.2 · Electricity - 82346502 - HLC	2,170.70	2,964.00	-793.30
<b>Total 66010 · Electricity - HLC</b>	2,170.70	2,964.00	-793.30
<b>66020 · Electricity - Pump</b>			
66020.2 · Electricity - 81156829 - Pump	96.40	301.00	-204.60
<b>Total 66020 · Electricity - Pump</b>	96.40	301.00	-204.60
66050 · Water - Heleck Hall Meter	607.42	1,077.00	-469.58
66060 · Water - Caretakers Meter	7.82	69.00	-61.18
<b>Total 66000 · UTILITIES</b>	2,882.34	4,411.00	-1,528.66
<b>67000 · EXPENSE APPROVED NOT BUDGETED</b>			
67011 · Rock Garden - 2019 Karl Carlson	143.70	143.70	0.00
67014 · Pavillion Repairs	654.00	1,500.00	-846.00
<b>Total 67000 · EXPENSE APPROVED NOT BUDGETED</b>	797.70	1,643.70	-846.00
<b>Total 60000 · EXPENSES</b>	11,201.21	22,037.12	-10,835.91
<b>Total Expense</b>	11,201.21	22,037.12	-10,835.91
<b>Net Income</b>	<b>100,103.02</b>	<b>-2,919.12</b>	<b>103,022.14</b>