

## Central Gorge Master Gardener(tm) Association

### Executive Committee Meeting Minutes

Tuesday, October 9, 2018

Next meeting: Tuesday, November 13, 2018, OSU Extension Service Office

**Attendees:** Bitter, Linda; Bosler, Eric; Bosler, Shari; Bradley, Christie; Citlau, Renee; DeTar, Laurel; Nastasi, Heidi; Rousseau, Sandi; Slagle, Nancy; Stevens, John; Sturman, Bill; Suits, Rachel

**Secretary's Report** (Christie): The minutes for the September meeting were approved.

**Treasurer's Report** (Nancy): Heidi noted that we need to schedule a 3<sup>rd</sup> quarter audit before the November meeting. Nancy distributed the financial report. Nancy had a question from the balance sheet regarding an equipment asset listed for \$976. This was for the irrigation project for the learning garden. That was an expense that was not coming out of the project budget.

Nancy also had a question about position support - she was not clear on this. It was approved in the minutes as a one-time expense which would be taken out of "funds held by others" instead of checking. This still needs to show up as expenditure. This area is for capital, which this is not. As an expenditure, it should show up on the profit and loss statement. It also should be an addition to funds that are drawn from the endowment -as an off-budget expense. This expense, in addition to the draw-down from the foundations, will not exceed available funds. Nancy noted that she requested the funds from the two foundations to fulfill the budget requirements. We also have money in savings that could be used to cover this expense rather than drawing down from foundation. Nancy suggests that we use money available on hand rather than do a draw-down.

She has not gotten a response from the Columbia Gorge Foundation for the request to draw down. She did get a response from the OSU Foundation. She had a confusing conversation from them. They indicated that they need an OSU employee to sign off on it. Rachel will talk to them and get Dana involved in the conversation to get Nancy the procedural clarification she needs.

Nancy also pointed out that, when we paid Janet Turner for weeding in the garden, this was noted as "wages." Instead, it should be a contracted service.

Eric wanted to clarify an expenditure on the greenhouse budget, a payment to Pacer Propane for \$137. The greenhouse project paid for the tank and added it to the construction for greenhouse. This was for fuel used for propagation for the plant sale. He wondered if this should be a plant sale expense. There was some discussion, and it was determined that there could be confusion, for example, if there are multiple projects using the greenhouse. It was decided to keep this as an expense/operations line item under the greenhouse. A question was raised regarding when we sign the greenhouse over to OSU. We are continuing to carry it over on the balance sheet. Heidi noted that she has been working on getting a draft created for it and that Steve is also working on it. There was some question about a tax deduction, but this is not applicable since we are a non-profit and that reduces the complexity somewhat.

**Extension Report** (Rachel): Plant clinics are slow but there are still some questions trickling in. The plant clinics end on Monday, October 29. For the next few weeks, people will be helping Rachel with

administrative things if the clinics are slow. Master Gardener applications were sent out. For returning Master Gardeners, it will not be all that different. The process will be very different for the new Master Gardener applicants with regard to classes and certification. Rachel is still considering fees for classes. She thinks that associate members should pay for the classes they attend. She is changing the format for the Master Gardener program in general, and, with the exception of lifetime members, people will be paying for the classes (she is considering either \$10 per class or \$50 for all). Having associate members pay for classes may encourage some people to come back. Lifetime members will still not pay for classes. There will be some exchange of money at classes. April 3 is the deadline to commit to become a member. There will be more discussion on the format and pricing at the meeting. Rachel noted that she needs everyone's hours as soon as possible and she will be sending out a reminder about that and graduation. There are two meetings coming up to discuss the Hood River County budget and Rachel would like Master Gardeners, wearing badges, to attend if they support continuing the Master Gardener (and Extension) programs. There is one meeting on October 24 in Odell and November 8 in Hood River. By attending this meeting, Master Gardeners can become more aware of what is happening with the county's budget negotiations. One possibility is that the entire Extension program will be eliminated in July of 2019. If you are an advocate for the Master Gardener program, Rachel encourages you to champion the value of Extension programming. Rachel will send out an email about this and she will also provide some talking points. Eric expanded on this. In a meeting with representatives from Hood River County, OSU laid out their position on the programs under Extension. They see it as a complete portfolio including 4H, Home Horticulture, Master Gardening, and others. They do not want to separate these - for them, it is an all-inclusive package. They told the county that, if they value the programs, they need to find a way to fund them as a package. Eric noted that this has happened elsewhere in the state. For example, in Multnomah County, their program was de-funded. The Master Program in Multnomah County did not disappear, but they could not have OSU-related activities like classes and plant clinics. Once the tri-county agreement was put together, Multnomah County joined that and now have returned to a standard Master Gardening program.

We need to promote all of the Extension programs and their impact on the community. There is a value not only to Hood River County, but for Skamania and Klickitat Counties as well (probably about 40% of resources are there). WSU doesn't provide any money or support and they are not in a position to do so. If we have Washingtonians advocating for all or most of the programs, it makes the case stronger to continue these programs.

Rachel noted that she will be unavailable for most of this week as she is studying for a pesticide consultant's exam. She will also be out of the office the last week of October and available most of November.

Rachel was asked about her assessment of the plant clinic surveys, which she planned to complete in October, and she still plans on getting this process of going over plant clinic survey responses due in Oct.

**OMGA Report** (Linda for Sandy): The next Gardener's Pen is coming out soon and November 22 is the deadline for the next issue. The subject is gardening technology.

OMGA is suggesting that Master Gardeners use smile.amazon.com for online orders and that they designate Oregon Master Gardeners as the charity to receive funds. Linda has the EIN number if anyone needs it.

238 people attended G2 (Mini College) and there was a net profit of \$1900. They brainstormed the future of Mini College and will return to that name (from G2). They are still working on a plan.

The International Master Gardening Conference for 2019 will be in Pennsylvania.

OMGA is sending out a Roundup(tm) fact sheet for public use and education. OMGA is also developing best practices for Master Gardener plant sales, including licensing, labels, and plants dug up in gardens and transplanted for resale.

Proposed Changes to Policies and Procedures Regarding Mini College Scholarships (Heidi): Heidi handed out the proposed changes having to do with the process of submitting and approving mini college scholarships.

These changes address when the applications need to be submitted and approved, and getting the selection committee together to review and approve the applications. Since everyone now has email, the phone call clause was removed.

### **New Business**

**Officer Nominations** (Heidi): Officer candidates have been identified, along with five general members who are part of the Executive Committee (with no set length of terms). Rather than set term limits for these members, it was determined that these people will be able to serve as long as they want, and will be replaced when they leave. This is primarily because it is already hard to get people to take these positions and anyone can attend Executive Committee meetings, they just cannot vote. The re-appointment could be reviewed on an annual basis, but without term limits imposed. Officer positions will remain term-limited. It will be noted in the by-laws that the five general members are on one or two year terms that can be renewed, but that these people are not term-limited.

**Review of 2019 Budget Draft** (Eric): The remainder of the meeting was a budget review. The budget proposal was approved and submitted to the President and Treasurer, and it will now be taken to the membership for a vote.