

**Benton County Master Gardener Association  
Board Meeting Agenda – July 1, 2019  
OSU Extension Office**

**9:00-11:00 OSU Extension Office**

**In Attendance:** Marge Alig, Dale Collins, Brooke Edmunds, Debbie Lauer, Elizabeth Records, Bob Smythe, David Dowrie, Diana Allen, Rich Taylor, Nancy Tovar, Linda Steppan, Debbie Wray, David Mandel.

President-Debbie Wray called the meeting to order at 9:00 am

**Welcome and Gardening Moment** All

- The roses Nancy Tovar dug up did not have the rosette rose disease but did have something else ruining her roses!
- Elizabeth made a “100 ft quiche!”

**Adopt June 2019 Minutes** (Taken by Paula Lupcho in Diana’s absence)

- ☐ **It was moved and seconded to approve the minutes from the June 2019 board meeting.** Appreciations to Paula for taking the June minutes!

**Officer Reports**

**Vice President – BCMGA Programs** **Debbie Lauer**

- Garden tour went off without a hitch, dispute the heat!
- Tour to the Herbarium also had a great turnout.
- Annual Picnic on September 16<sup>th</sup> – Philomath Park on Applegate St, from 5-9:00. Dale was able to reserve the place for no cost!

**President Elect – Nominating Committee, auction gifts** **Nancy Tovar**

- Starting on nominations for next year’s board. Debbie Wray has offered to assist on the nomination committee. Open positions are: Vice-president, president-elect and membership.
- Marge Alig suggested possibly adding a treasurer co-chair position due to the complexity of the job description.
- Discussion on ways to encourage the participation of new trainees in MG activities, including serving on the BCMGA Board.
- Auction gifts – OMGA
  - Silent auction to be held Nov. 1-2 during the OMGA Leadership Forum and Board of Director Meeting. (This fundraiser replaces the silent auction usually held during Mini-College.)
  - Requesting at least three auction items valued by at least \$25 each.
  - This will be an online auction – details on bidding at a later date.

**Treasurer – Financials, CD discussion** **Marge Alig**

- Marge Alig reviewed June financial statements with the board. Minor changes to be updated and sent out with the July minutes.

- Marge Alig reviewed a proposal for the addition of a third CD:
  - Addition of \$30,000 to the Greenhouse Capital Fund, followed by opening of a new \$30,000 12-month CD at First Internet Bank of Indiana, using the new dedicated Greenhouse Capital Funds.
  - **Rationale:** The BCMGA checkbook balance as of May 31, 2019 was \$100,380.46. Conservative estimates of expenses and revenues through December 31, 2019 leave us with a projected checkbook balance of approximately \$75,000. A \$30,000 CD purchase results in a checkbook balance of at least \$45,000 to begin the next budget year
  - The Greenhouse Committee meets next week and will have an update for the next Board meeting on actual costs for purchasing a greenhouse.
  - Jennifer Klammer and Debbie Wray met with the BC Fairgrounds Director (Lynn McKee) regarding a possible greenhouse site on the BC fairground property. Lynn McKee was reportedly excited about the possibility of working with the BCMGA.
  - **Motion:** The BCMGA Board authorizes the Treasurers to revise the 2019 BCMGA budget by adding \$30,000 to the Greenhouse Capital Fund, and to use those funds to facilitate creation of a new 12-month \$30,000 CD at First Internet Bank of Indiana (FIB) in early July 2019.
- **It was moved, seconded and approved to authorize an additional \$30,000 for the Greenhouse Capital Fund.**

## OMGA

## Rich Taylor

- Rich provided an update from the June 7, 2019 OMGA Leadership Forum:
  - Presentation by Kara Baylog on fire resistant plants
  - PNW 590 is a good publication for selecting fire resistant plants
- OMGA Board meeting on June 8, 2019:
  - There is a Treasurer's workshop at the LC Extension Office from 10-12:00 PM. The goal is to get all county MG programs using Quickbooks. Also encouraging treasurers to have a separate e-mail account to pass on to new treasurers.
  - Response to OMGA Survey.
- BCMGA Website Options:
  - Currently using the website through OSU
  - Judith and Rich Taylor met with Elizabeth Records to go over the website and possible editing resources. We are limited in our ability to edit and Elizabeth and Brooke are investigating getting us more privileges. Not going to happen.
  - Rich reviewed what other MG Chapters are using for their websites.
  - Reviewed Jackson (Word Press), Lincoln (WIX) and Yamhill counties websites.
  - Laurel Briggs of CM&D provided a rough estimate of developing a new website for BCMGA:

- \$3000 to develop the new website
- \$300 for annual hosting fee
- Annual renewal fee for \$15.
- Rich developed a small BCMGA “demo” website using WIX for our preview.
- Rich is forming an ad hoc committee to review options for developing a BCMGA website. Initial members include: Nancy Tovar, David Dowrie, Judith Kenner and David Mandel

#### **President**

#### **Debbie Wray**

- Update on ill members – happy to see David Mandell back! Paula Lupcho is recovering nicely from her knee replacement surgery. Janet Troop has a nice crew helping with watering at her vegetable garden.
- Greenhouse Update
- Fairgrounds leaf application – BCMGA donates \$1,000 every year to the BC Fairgrounds in support of the fairgrounds. A leaf is engraved and placed on a “tree” recognizing the donations by individuals or organizations.
- Tool Lending Library was dissolved due to lack of use. The tools were donated to the Demonstration garden, Central Park Committee and the Seed to Supper committee.

#### **Extension Report**

#### **Brooke Edmunds and Elizabeth Records**

- Planning for the 2020 MG training class
- Garden Labs – more hands-on opportunities for trainees
- New Event: Evenings in the Garden at the Benton County Fairgrounds Demonstration Gardens – July 17, August 21 and September 18 from 6-7:00 PM.
- Elizabeth has been meeting with the MG Board Advisory Committee to review communications

#### **Good of the Association**

#### **All**

Dale Collins thanked Elizabeth Records for her excellent presentation to the Philomath Lion’s Club on the MG program.

Discussed allowing the tour to the Herbarium count towards MG education hours.

The meeting was adjourned at 11:08.

The next BCMGA Board meeting is August 5, 2019 at 9:00 AM in the Benton County Extension Office conference room.

Respectfully submitted by:



**BCMGA Monthly Financial Summary for June FY 2019**  
***Cumulative revenues and expenses through June 30, 2019***

		2019 Budget	Budgeted Funds Remaining	Prior Month
	12/31/2018			12/31/2018
<b>Beginning Checkbook Balance at start of FY</b>	<b>75,162.40</b>			<b>75,162.40</b>
<b>Revenue (Year to date)</b>				
Dues	298.00			298.00
Insights (2018)	16,187.93			16,187.93
Plant Sale	45,557.80			45,557.80
Cash Box Change	1,900.00			1,900.00
Sales / Refunds / Grants / Donations / Awards	896.90			896.90
Checking Account Dividend	19.80	June dividend not included		19.80
<b>Total Revenue to date</b>	<b>64,860.43</b>			<b>64,860.43</b>
<b>Expenses (Year to date)</b>				
Insights	6,769.30	8,422.00	1,652.70	6,769.30
Plant Sale	5,428.53	9,135.00	3,706.47	5,100.55
Cash Box Change: Fundraisers	1,900.00	1,900.00	0.00	1,900.00
OMGA dues	1,253.00	1,250.00	-3.00	1,253.00
BOD / General / Committee	2,435.36	8,795.00	6,359.64	2,338.36
Education & Other Services	680.34	6,823.00	6,142.66	514.98
Gardens	1,007.92	2,837.00	1,829.08	677.73
Youth Services	367.24	990.00	622.76	367.24
Badge orders	0.00	0.00	0.00	0.00
Restricted Funds (w/o Capital Funds)	1,392.18	4,324.28	2,932.10	721.21
Cap Funds (budget > by \$60.91 GHouse donations)	20,000.00	21,771.85	1,771.85	20,000.00
Allocations/Donations	0.00	3,050.00	3,050.00	0.00
<b>Total Expenses to date</b>	<b>41,233.87</b>	<b>69,298.13</b>	<b>28,064.26</b>	<b>39,642.37</b>
<b>Net Income (Revenue less Expenses)</b>	<b>23,626.56</b>			<b>25,218.06</b>
<b>Checkbook Balance - end of current month</b>	<b>98,788.96</b>			<b>100,380.46</b>
Less Restricted and Capital Funds remaining	4,703.95			5,374.92
<b>Cash in checking acct. available to BCMGA</b>	<b>94,085.01</b>			<b>95,005.54</b>
<b>Separate Accounts Balances</b>				
First Tech Savings Account	0.00	5.00		0.00
First IB--CD #1 (GH Cap Fund) 12mo, matures 11/20/19	0.00	34,836.84		0.00
First IB--CD #2 (GH Cap Fund) 12 mo, matures 05/01/20	0.00	20,000.00		0.00
CD Interest	0.00			0.00