**Central Gorge Master Gardener**™ **Association**

**Executive Committee Meeting Minutes**

Tuesday, October 8, 2019

Next meeting: Tuesday, November 12, 2019, OSU Extension Service Office

**Attendees:**  Bosler, Eric; Bosler, Shari; Bradley, Christie; Kilkenny, Barbara; Montag, Sandy; Reese, Helga; Rousseau, Sandi; Slagle, Nancy; Taylor, Renee; Winfield, Bill

**Secretary’s Report**: The minutes from August were approved.

**Treasurer’s Report** (Nancy): The propagation class expenses were paid. Nancy submitted the IRS information, in reference to assuring out non-profit status, to OMGA per their request.

Nancy attended the treasurer's workshop in Redmond on August 26. The OMGA treasurer led the discussion. She suggested that treasurers set up an email account for continuity and Nancy set one up with cgmgatreasurer@gmail.com, which should be used for treasurer-related exchanges with Nancy. They also noted that all chapters need to submit a CT12 for non-profit reporting to the state. OMGA will be paying the annual fees and reporting for the chapters.

The OMGA treasurer recommended that Nancy change the greenhouse to an expense rather than a capital asset with depreciation, so Nancy will expense it at the end of the fiscal year.

We have about $19K in the checking account and probably need to move some money to savings. Nancy provides information about the finances annually to the membership when the budget is approved. It was suggested that she post it in the Google G Suite (drive account) for members who may want to review it more often.

There is an upcoming leadership meeting in Tillamook on grant writing.

The financial audit schedule was changed to yearly, and Nancy suggested we set it for January at the end of the fiscal year. The audit can be conducted before she submits the financial information to OMGA. They gave Nancy a set of audit guidelines.

**OMGA Report** (Barbara): There was an OMGA conference on Saturday. OMGA is looking for a new editor for The Gardener’s Pen, and the deadline for the next edition is September 20.

They discussed the OMGA award for Master Gardener of the Year, and two were awarded - Eric Bosler was one of the two recipients.

Several counties received $200 *Karl Carlson* grants of $200 and *Search for Excellence* grants of $500.

There was a discussion on the 2020 Mini College. It will be held at OSU, tentatively on July 24-25. Housing will include the dorms as well as the Hilton Gardens and Marriott Courtyard hotels, for which there will be discounts. They are considering combining the conference with those of the Master Food Preservers, Hardy Plant Society of Oregon, and the Oregon Small Woodlands program. This would provide a lot of classes across various interest areas. At least some of the classes will be open to the public and will be actively promoted. Gail will help with planning, and an event planner will not be used. Sandi noted that Whitney Farms was a great tour at previous conferences. OSU will be opening some labs and resources for the conference.

It was noted that Master Gardener memberships are declining state-wide as well as nationally.

It was suggested that Barbara add a summary of the OSU Update to the newsletter.

**Advisory Committee Updates** (Renee): The advisory committee has met once and will be meeting again today. Ann Saxby and Beth Flake have been working to improve plant clinics. They provided a step-by-step document and are working to get everyone following the same processes.

Renee is collecting names of people interested in joining CGMGA. She has 12 on her list, which Rachel started. The class of 2019 has not yet fully graduated, as expected, because the program was set up so they would graduate the following year. However, Renee and others will be working with them to see if they can all graduate this year. Beth has been adding up classroom/education hours and Renee is following up with people who still need hours in class and plant clinics.

Gail told Renee she was discouraging us from taking on new members for 2020, but no one is sure where that came from and who would have the authority to make this decision. The advisory committee will be meeting tomorrow with OSU representatives which should help answer some questions.

OSU wants CGMGA to have high impact presentations in the community before asking for more funding. We invited the public to many of the classes this year and it was very successful. Gail will be helping organize the class schedule to ensure we have hard-hitting presentations with optimal speakers.

A discussion was held on the structure of the meeting with OSU representatives and Renee wants to ensure they understand who we are and what we are doing. Our biggest concern is whether or not we will have new members, which many feel is vital to our success and our outreach efforts.

**Budget Committee** (Eric): The committee has not met yet but will be meeting virtually soon. People need to submit their budgets.

**Learning Garden** (Sandi): The learning garden has been struggling with ground squirrels digging under the shed. Someone suggested pouring a concrete pad, but this might be too expensive and not all that effective.

She also had concerns about ensuring that the bees have a healthy environment, and she talked with a bee expert, who said that the environment is fine. Sandi will put some money in the budget for the bee hives.

**Nominating Committee** (Renee): If anyone has ideas for an OMGA representative and president-elect as well as a member at large for the executive committee,they can submit these to Renee. Helga was present at the meeting and was nominated to be the member at large, which was approved.

We also need a chair for the 2021 garden tour.

**Graduation Planning** (Sandy): Sandy scheduled a meeting to plan the graduation.

**Member Survey** (Renee): Renee went over the survey results and she plans on having a survey yearly.

**Newsletter Changes** (Shari): There have been issues with newsletter timing and Shari would like to set a new deadline. She proposed having the deadline be on Friday, with the newsletter sent out mid-week the following week. The committee noted that she has the authority to set her own deadline and publication schedule.

With no further business, the meeting ended at 12:00.

Meeting minutes taken by Christie Bradley