

Approved

**BCMGA Board Meeting
June 4, 2018**

Present: Steve Jacobs, Kathi Tucker, Rich Taylor, Brooke Edmunds, Bob Smythe, Sophie Grow, Elizabeth Records, Deb Wray, Pat Wray, Jennifer Klammer, Carol Walsh, Rosalind Hutton, Marge Alig, David Mandel, Judith Kenner (A quorum was present.)

Location: Benton County Extension Office

Steve Jacobs called meeting to order at 9:00 am

Introduction of Elizabeth Records, newly hired MG Program Assistant

Gardening Moment: Rich Taylor brought pictures of graffiti from his recent trip to Greece

Approval of May minutes

Motion to approve made by Kathi Tucker and seconded
Minutes adopted unanimously

Update on Interim Greenhouse Options - Jennifer Klammer

Two options available to us:

- 1 Veronica Nelson option: 30x80, located off Hwy 20, not completed, so would require adding benches, furnace, lighting, etc.; restroom facilities, parking, and lots of space available.
- 2 Horticulture greenhouse @ PHS; they don't use 2nd greenhouse, 30x50; has beautiful benches, natural gas, heater needs to be tweaked but probably operational, water and electricity in place. Also adjacent hoop houses. She has the cover, but we would need to supply the labor. Concern is public areas, on school site, no restroom, other issues not discussed yet; school wants decision by 6/13

Other concern is OMGA decision on dig & divides; if we need to expand it would be better at other site (Hwy 20). Still no news from OMGA and their meeting to discuss this problem and come up with protocol hasn't been scheduled yet.

Benches – Pat looked into it and there is a guy in Harrisburg who does welded aluminum
Roughly it would be \$5K, plus \$1K for installation
Alternatively, galvanized steel would be approx. \$3K+

In comparing the two options, PHS would be a lot cheaper, but space is more limited; would need to meet with superintendent and work out arrangement
Too soon to make decision now, but would be helpful to put some funds in reserve

Jennifer will schedule meeting with superintendent and see what transpires; her personal opinion would be to go with Philomath and David agrees
We'll wait to hear back from committee after further consultations

Association Summer Tours - Sophie Grow

Next week trip to Adelman's Tuesday (June 12) @ 1 pm
Also planning trip to Nancy Tovar's garden

Approved

Working on member's conifer farm for July
Olive place in August

Financial Review – Kathi Tucker

Reviewed financial reports for May.

Not all expenses are in, but looks like we will easily clear \$30K for plant sale

President's Report – Steve Jacobs

Special allocations

Do we want to have a committee this year and make special allocations, or do we want to put all extra funds into the greenhouse?

No formal decision made, but consensus is to forgo special allocations for this year and continue to increase greenhouse fund. Will revisit at next month's meeting.

Motion to fund partner organizations in the same amount as 2017 (\$1K to the fairgrounds, \$1K to OSU master gardener program endowment, \$750 to the Corvallis library) made by Kathi Tucker, seconded and passed unanimously.

G2 conference attendance

Have budget of \$1200

Will allocate \$600 for any board members who want to go, as Steve and Debbie can't be there

Will put notice of scholarships in weekly email. Scholarships include 2 days registration and 2 lunches @ \$10 per day. The number of scholarships offered shall be determined annually.

Will notify Janet Magedanz and Sally Elliot, recipients of BCMGA MG of the year awards, that their costs of attendance will be reimbursed up to \$100 each.

OMGA Quarterly Meeting Report - David Mandel – OMGA Alternate Rep

Attended OMGA quarterly meeting June 1-2 in Roseburg

Mostly discussion of various demo gardens around state; visited Douglas County demo garden

How to use a demo garden for workshops, educational events, etc.

All counties at the meeting had record revenues at their plant sale this year

At Board meeting, discussion focused on:

Budgets

G2, continue to use name or change again?

Registration is down, and there was discussion about how to improve that

Should it be moved around the state?

Websites and changes, logo changes

Changes to County website naming conventions

Move to change service requirements; Brooke says they are meeting this month to discuss uniform requirements

Did not discuss anything about new rules for plant sales

Committee Reports

Outreach, Bob Smythe

Brooke reported on new logo policy; applies only to new documents, printings

Varies depending on what it will be used for, but if something comes up let Brooke know

Outreach committee will follow up next month

Approved

One Day Youth Events, Kathi Tucker

Get Outdoors day was staffed by Lorie Bailey and Christina Clark
Haven't heard back from them yet, don't know numbers yet
Kathi thinks this is a valuable and worthwhile event, and should be continued

Library, Kathi Tucker

pH tester is working again and Kathi is coming in once a week and doing all the soil testing
She is still pursuing other options for replacement of the instrument
Steve will ask Fred Prahl about alternative pH meters that may better meet our needs
Carol will ask her husband about discounts for purchasing new instrument

Carol inventoried the OSU publications
Many of them are very old, a lot from the 1980s, but that doesn't mean it has been updated
Mostly giving out *Growing Your Own* and list of soil testers
Mostly about different bugs and specific vegetable crops; also farming applications
Steve wants to know if there is an electronic update, so we'll know that we can get rid of it
Judith and Marge volunteered to help with this task, to get done by end of year
Brooke doesn't feel right about giving out old information, especially if it's been updated

Extension Report – Brooke Edmunds and Elizabeth Records

Last week Extension website switched over, not complete yet, but working through it
Link will be included in this week's email
Could use some help with Graduation, finding venue, planning, etc.

Good of the Association

Kathi Tucker mentioned that the database has crashed twice in the last week, so remind trainees to shut down properly
Brooke says that the updated database is still in the works, have not heard anything back for quite some time.

Judith mentioned that Elizabeth's hiring was definitely for the Good of the Association.

Meeting adjourned by Steve Jacobs at 10:51

Minutes submitted by Judith Kenner, Acting Secretary in Deb Kern's absence

Checkbook 2018 May 1-31, 2018
month ending May 31, 2018

BCMGA Account-First Tech Federal Credit
Union

Date	Check #	PAYEE or account	DEBIT	DEPOSIT	BALANCE	x €
		Balance Forward			48823.43	
5/2/2018		Plant Sale, credit sale Square Inc L43539 - 180502P2		20.01	48843.44	
5/3/2018		Plant Sale, credit sale Square Inc L43561 - 180503P2		4.01	48847.45	
5/3/2018	1810	Boy Scout Troop #170: PS Security	150.00		48697.45	x
5/3/2018		Plant Sale cash boxes seed \$	1335.00		47362.45	
5/7/2018		Plant Sale: ACH Deposit Square Inc L43631 - 180507P2		7771.37	55133.82	
5/7/2018		Plant Sale: ACH Deposit Square Inc L43631 - 180507P2		47.08	55180.90	
5/7/2018		Plant Sale: Presales		1300.00	56480.90	
5/7/2018		Plant Sale: Cash Box #1 checks		558.00	57038.90	
5/7/2018		Plant Sale: Cash Box #2 checks		1468.00	58506.90	
5/7/2018		Plant Sale: Cash Box #3 checks		499.00	59005.90	
5/7/2018		Plant Sale: Cash Box #4 checks		1322.50	60328.40	
5/7/2018		Plant Sale: Cash Box #5 checks		1676.00	62004.40	
5/7/2018		Plant Sale: Cash Box #6 checks		3178.00	65182.40	
5/7/2018		Plant Sale cash sales		18475.35	83657.75	
5/10/2018		Plant Sale: Cash Box #1 check		163.00	83820.75	
5/12/2018	1811 x	Judith Kenner: Tool Lending Lib.	53.98		83766.77	x
5/12/2018	1812 x	Steve Jacobs: DG filbert shells	44.04		83722.73	x
		Kathy Clark: FG ent. 14.99, PS: 76.61				
5/12/2018	1813	Supplies, hospitality	91.60		83631.13	x
		Jennifer Klammer: PS: Greenhouse				
5/16/2018	1814	spray & plant id	17.71		83613.42	x
		Strengthening Rural Families: S2S				
5/16/2018	1815 x	Childcare Monroe - Rotory After 8	200.00		83413.42	x
5/16/2018	1816	Sally Elliott: DG - Tools, fertilizer	41.93		83371.49	x
5/16/2018	1817 x	Paula Lupcho: PS - PAID stamp	13.39		83358.10	x
5/16/2018	1818 x	Nanako Smith: PS Volunteer food	268.96		83089.14	x
5/16/2018	1819	VOID			83089.14	
5/16/2018	1820 x	Kevin Kern: DG irrigation supplies	96.21		82992.93	x
		Ellen Tappon: CGAT Container				
5/16/2018	1821 x	Gardening: Rotory after 8	24.38		82968.55	x

5/16/2018	1822 x	Rosalind Hutton: DG: fertilizer \$45, security 4.96	49.96		82918.59 x
5/16/2018	1823	Nellie Oehler: Adams School garden Ann Brodie: DG weedcloth, ladder,	81.64		82836.95 x
5/17/2018	1824 x	starts	86.47		82750.48 x
5/29/2018		Associate Dues: Deborah Gabley		10.00	82760.48
5/30/2018	1825	Marge Alig: FG entrance mulch	62.00		82698.48 x
5/30/2018	1826	Mid Valley Newspapers: PS ads.	201.80		82496.68 x
5/31/2018		Dividend		3.33	82500.01
					82500.01
					82500.01

BCMGA Monthly Financial Summary
Month ending May 31, 2018

	2018	2018 Budget	Previous Month
	Year to Date		
Category	12/31/2017		12/31/2017
Beginning Cash Balance	45,291.80		45,291.80
Revenue (Year to date)			
Dues	415.00		398.00
Insights (2016)	15,980.47		15,980.47
Plant Sale	35,466.81		507.00
Cash Box Change	2,035.00		400.00
Sales / Refunds / Grants / Donations / Awards	127.50		127.50
Checking Account Interest	12.34		9.01
Total	54,037.12		17,421.98
Expenses (Year to date)			
Insights	7,433.25	8,550.00	7,433.25
Plant Sale	2,058.95	5,000.00	1,517.28
Cash Box Change: Fundraisers	2,035.00	1,900.00	400.00
OMGA dues	1,260.00	1,200.00	1,260.00
BOD / General / Committee	1,611.86	10,693.00	1,611.86
Education & Other Services	335.12	2,740.00	335.12
Gardens	725.10	2,438.00	232.00
Youth Services	91.64	1,050.00	0.00
MMH Scholarship	0.00	1,621.90	0.00
Restricted Funds, Pledges (w/o Capital Funds)	1,204.31	2,210.94	884.54
Allocations	0	0.00	0
Total	16,755.23	37,403.84	13,674.05
Income (Revenue less Expenses)	37,281.89		3,747.93
Bank Balance - end of current month	82,573.69		49,039.73
Less Cash in special funds			
Capital Fund	0.00	0.00	0.00
Capital Fund: Tech. Equip. Replacement	0.00	1,000.00	0.00
Marie Madison Scholarship Fund	0.00	1,621.47	0.00
Seed to Supper: Rotary Grant	781.50	1,000.00	545.32
Scott Grant: Seed to Supper	0.00	100.00	0.00
Plant Sale: Citizens for BC Ext Plant Sale	0.00	210.94	0.00
Tool Lending Library	422.81	1,000.00	339.22
Allocations	0.00	0.00	0.00
Total (Funds & Pledges)	1,204.31	4,932.41	884.54
Cash in checking acct. available to BCMGA	81,369.38		48,155.19
Separate Accounts Balances			
Savings Account	5.00	0.00	5.00
FIB CD Capital Fund	34250.00		34250.00
CD interest	17.55		0.00

BCMGA EXPENSE BUDGETS 2018	Budget	Expenses	Remaining
Budget Approved: Dec. 11, 2017	2018	Year to date	funds
Budget Summary ending 31-May-18			
INCOME: Fund Raisers / Dues			
Insights	8,550.00	7,433.25	1,116.75
Plant Sale	5,000.00	2,058.95	2,941.05
OMGA Dues	1,200.00	1,260.00	-60.00
Cash Box Change	1,900.00	2,035.00	-135.00
Total	16,650.00	12,787.20	3,862.80
EXPENSES			
General / BOD / Committee			
Barb Fick Training Grant	130.00	0.00	130.00
BOD Training	700.00	130.00	570.00
Discretionary: Board	1,800.00	448.98	1,351.02
Discretionary: Extension	400.00	0.00	400.00
Discretionary: President	500.00	150.00	350.00
Hospitality	100.00	0.00	100.00
Insurance: Liability & Renters	525.00	0.00	525.00
Membership Retention / Awards	400.00	0.00	400.00
Growing Gardeners: OMGA Conference	1,200.00	0.00	1,200.00
OMGA Meetings	600.00	0.00	600.00
Outreach Committee	2,750.00	750.98	1,999.02
Printing	500.00	0.00	500.00
Scholarship Committee	388.00	0.00	388.00
Secretary Expenses	100.00	0.00	100.00
Treasurer's Supplies	150.00	0.00	150.00
Vice President: Meetings/Programs	450.00	131.90	318.10
Total	10,693.00	1,611.86	9,081.14
Educational Services			
Clinic Table (FM, DD, SC, FF)	365.00	39.99	325.01
Community Garden Action Team	1,000.00	193.91	806.09
Desk Committee	600.00	0.00	600.00
Gearing up for Gardening	400.00	7.50	392.50
Plant Problem Scenarios	175.00	93.72	81.28
Spring Garden Festival	150.00	0.00	150.00
Sustainability Coalition Liaison	50.00	0.00	50.00
Total	2,740.00	335.12	2,404.88
Gardens			
Central Park	400.00	10.00	390.00
Demo Garden	1,038.00	534.11	503.89
Fairgrounds Perennial Beds	650.00	162.99	487.01

Grace Center	350.00	18.00	332.00
Total	2,438.00	725.10	1,712.90
Youth Services			
4H Horticulture Awards--BC Fair	400.00	0.00	400.00
Adams' School Garden	300.00	91.64	208.36
One-Day Youth Events	200.00	0.00	200.00
Windowsill Gardening	150.00	0.00	150.00
Total	1,050.00	91.64	958.36
Total Budget w/o funds	33,571.00		18,020.08
BOD & Committee Expenses (Year to date)		15,550.92	
2018 Restricted Funds expenses		1,204.31	
Total Expenses		16,755.23	
Restricted Funds			
Marie Madison Scholarship	1,621.47	0.00	1,621.47
Capital (Greenhouse)	0.00	0.00	0.00
Capital (Tech Replacement)	1,000.00	0.00	1,000.00
CGAT: Rotary Grant	1,000.00	781.50	218.50
Scott Grant: Seed to Supper	100.00	0.00	100.00
Donation: Comm for BC Extension: Plant S	210.94	0.00	210.94
Tool Lending Library	1,000.00	422.81	577.19
Total	4,932.41	1,204.31	3,150.91