

**FINAL**

**LINCOLN COUNTY MASTER GARDENER ASSOCIATION**  
**March 16, 2016 Executive Board Meeting**  
**South Beach Community Center**

(\* indicates documents that will be attached to the final meeting minutes filed in the Secretary's notebook in the Extension MG Office)

Board Members Present: Donna Davis, Dawn Henton, Heather Fortner, Karen Jones, Emily Blume, Liz Olsen, Mary-Ellen Townsend, Pat Shaw

Non-Board Members Present: Jeff Olsen, Cathi Block, Judie Rickus, Jill Johnson, Michael Christy, Mary Cutting

President Donna Davis called the meeting to order at 9:05 a.m.

Approval of Previous Board Meeting Minutes: Mary-Ellen Townsend moved and Dawn Henton seconded that the minutes of the February board meeting be approved as published. The motion was passed unanimously.

Financial Reports: Below is a summary of LCMGA financial information as of February 29, 2016:

Account Balances:

CD 6728:	\$10,076.39
CD 8906:	\$15,055.13
Checking:	\$13,362.14
Savings:	\$ 5,054.84
Scholarship:	<u>\$ 5,000.36</u>
Total:	\$48,548.86

Income/Expenditures:

Income YTD:	\$ 7,919.05 (\$16,205 budgeted)
Expenditures YTD:	\$ 4,634.80 (\$16,205 budgeted)

Donna reported that \$200.00 was allocated to Susan Coast for propagation class materials, as previously approved.

The financial reports were unanimously accepted.

Renewal of CD: Donna will renew CD 8906 for a two year period. CD 6728 will come due in October, and Donna suggested renewing that CD for one year, in order to have one CD coming up for renewal every year for two years. The total yearly interest earned on the CDs and savings account is approximately \$65.00. It was agreed that Donna should renew both of the CDs as described above.

Audit Item: Donna reported that our financial position is pretty secure at this time. We need to find ways to invest our funds back into the community and to increase funding to the Master Garden program and its members, as recommended in the recent audit. Several ideas have been mentioned, including setting up a second scholarship for a college student, providing more tech classes for members, making a donation to the Lincoln County Extension Foundation specifically for the MG Program, and/or making a donation to the

Newport Public Library in appreciation for the use their meeting room at no charge. More input from the general membership needs to be obtained before a final decision is made, and it was suggested that this topic be brought up at the next general membership meeting.

**Old Business:**

Seafood and Wine Festival: Jeff Olsen submitted a written report\* with the results of the 2016 W&SF event, which are summarized below:

417 bottles of wine sold  
Gross sales \$7,270.25  
Net profit \$4,025.64 (v. last year's profit of \$3,741.09)

Jeff expressed his appreciation to his committee for all their hard work and to all the volunteers who helped in making 2016 a record-breaking year for this fundraiser.

Jeff brought to the attention of the Board that the 2017 Budget for the Seafood and Wine Festival shows revenues as \$3,500.00 and expenses as \$3,000.00, giving the impression that the event only nets a \$500.00 profit. From the results above, it is evident that the budget is misstated. It will be rectified in the next budget cycle.

Plant Sale: Cathi Block submitted a Plant Sale report,\* which is summarized as follows:

- 1) For every 25 plants a member donates to the plant sale, he or she will receive one bag of Garden & Bloome organic planting compost.
- 2) Fifteen hundred 4-inch pots for herbs and vegetables are available to growers (Cathi has divided them into stacks of 50). Thanks to Claudette for picking up the pots.
- 3) In April and May, Heather Fortner will be offering several sessions on the use of the lazer printer to make plant tags. More plastic blinds are needed to make plant tags (5-6 inches).
- 4) Cathi encourages all growers to fill out the Plant Inventory Form, which will provide a record of how many plants are grown and sold.
- 5) Feel free to contact Cathi for bags of soil, 4 inch pots or plant tags. She will make arrangements to get those items to those who request them.

Report of OMGA Representative: Heather attended the most recent OMGA meeting, which was held in Central Point, Oregon. Marilyn Sheffler was elected as the new OMGA president, following the resignation of the previous president. Gail Langellotto reported on the upcoming International MGA meeting, which will be held in Portland from July 10-14, 2017. Gail indicated that there will be no mini college held in 2017 in order to focus attention on the international meeting. This will require adjusting the OMGA budget, and each chapter will have the opportunity to vote on the various options for doing so. Heather will keep us up to date on this topic.

LCMGA Awards Committee: Jill Johnson agreed to chair this committee. Recommendations for awards for the Lincoln County MG of the Year and Behind the Scenes need to be given to Liz Olsen by May 1, 2016.

Demonstration Garden Brochure: Michael Christy created a tri-fold demonstration garden brochure with color photos of all LCMGA gardens,\* and passed it around for our review. The brochures will be distributed throughout the county and are intended to increase

awareness of the Master Gardener program and MG demonstration gardens. Michael suggested an initial printing of 100-200 brochures at a cost of \$0.30 each. The brochure could also be available online. In addition to the brochures, Michael will highlight a particular demonstration garden in the monthly LCMGA newsletter. We were all suitably impressed with the brochures, and unanimously and heartily endorsed Michael's efforts and agreed that he should proceed with printing the brochures.

**Report of Program Coordinator:**

Liz Olsen reported that there is a potential candidate for the Seed to Supper Program, at the Ridge Apartments in Lincoln City. There are raised beds and a greenhouse already in place at the apartment complex. Liz is going to meet with representatives from the Ridge Apartments and will report back on their interest.

Our liability insurance policy is up for renewal in July. Donna Davis will be meeting with the insurance agent to determine our insurance needs for the coming year. Liz indicated she will need certificates of insurance for the demonstration gardens, and Cathi will need one for the plant sale.

Liz will look into advanced training classes for Master Gardeners. There is already a Social Media Training Class scheduled for April 22, 2016, at OCCC from 1:00 to 4:00 p.m. Heather Fortner pointed out that there are Master Gardener training classes available online, for which one can get a certificate, through the Extension Master Gardener Social Media Task Force. To link to their website, go to:

<https://sites.google.com/a/extension.org/social-media-resources/welcome>

There being no other business to come before the board, the meeting was adjourned at 10:00 a.m.

Respectfully submitted,

Karen Jones, LCMGA Secretary