



**OMGA Executive Committee Meeting
1st Quarter, February 2, 2018
10 a.m. – 4 p.m.**

**Linn County Extension Office
33630 McFarland Road
Tangent, Oregon 97389
Minutes Corrected and Approved May 3, 2018 (Corrections in Italics)**

Attendance

Sue Nesbitt, President (Yamhill)
Seamus Ramirez, Past President, Database Manager (Clackamas)
Eric Bosler, President-Elect (Central Gorge)
Ann Geyer, First Vice President (Lincoln)
Jeanine Johnson, Second Vice President (Central Oregon)
Katherine Johnson, Treasurer (Columbia)
Marcille Ansorge, Secretary (Tillamook)
Barbara Davidson, Historian (Jackson)

Welcome, Agenda Review & Lunch Order

The meeting was called to order by Sue Nesbitt, President, who welcomed those attending and thanked them for coming.

Announcements

Marcia Sherry and Julie Huynh will not be attending. Gail Langellotto is not able to attend due to other duties for OSU.

Announcements made in the course of the meeting:

Katherine Johnson reminded everyone to send information for the calendar on the website and she will post it.

Sue Nesbitt announced that the August Executive Committee will be held at the OSU Extension Office in Linn County and not in Bend, as previously planned. The 3rd Quarterly Board of Directors Meeting and Leadership Forum is scheduled for September 14 and 15 and will be held in Benton County.

Ann Geyer alerted members to a website called Techsoup.org which has discounts on prices for software and hardware for non-profits.

Appoint Eric Bosler President-elect

Sue Nesbitt announced that Eric Bosler has accepted the position of President-elect for 2018 and thanked him for doing so. Barbara Davidson moved and Seamus Ramirez seconded that we appoint him to the position. All were in favor.

Approval of the October 6, 2018 Minutes

The following changes were made to the minutes of the previous meeting in October 2017:

Under the heading of **Financial Reports/Financial Issues**, Barbara Davidson asked for clarification regarding the money in the endowment versus the money to run the program. The money for Gail Langellotto to run the Master Gardener Program is the interest for the endowment which as of October 2017 was \$30, 574.02. This money is in a separate account from the money in the endowment. The last sentence of the paragraph will be

changed to read, "The source of Program fund monies is interest from the endowment fund and is kept in a separate account."

Under the same heading the sentence reading "OSU funding is largely dependent on individual employees," will be removed; it is not relevant to OMGA and may be confusing.

Under the heading of **Statewide Master Gardener Coordinator — Gail Langelloto**, the paragraph reading "A sampling program screened 21 of 24 Willamette Valley native plants" should read "A sampling program screened 21 or 24 Willamette Valley native plants ..."

In the paragraph related to students sampling soils in Portland and Corvallis, the second sentence reads as follows, "They found that technical specifications do not work well for gardens; "for commercial agriculture" will be added to the sentence for clarification.

Katherine Johnson (Columbia) moved and Jeanine Johnson (Central Oregon) seconded that we accept the minutes with the corrections made. Motion passed.

Status of MOA between OMGA & OSU

Sue reported that she had met with Gail Langellotto, State Coordinator, and Gail reported that OSU wants to check to be certain that the trademark is correct.

Additions to the Agenda

The following items were proposed and added to the agenda:

Jeanine Johnson asked that she have an opportunity to review with the Executive Committee proposed speakers for Growing Gardeners.

Katherine Johnson asked that under New Business she be permitted to respond to questions about E*Trade. She also asked to give a report on the OSU Foundation.

Ann Geyer asked for a discussion of the new OSU logo.

Seamus *Ramirez* asked that an item be added to discuss a trainee for treasurer.

Marcille Ansorge asked that the Conflict of Interest Policy and Annual Statements review be added.

Reports

Financial Reports, End of Year & Year to Date

Katherine Johnson passed out the 2017 financial report. The total net worth of OMGA as of 12/31/2017 was \$93,684.51 of which \$59,916.69 was non-restricted funds, \$7461.14 was restricted funds, and \$26,306.68 was cash reserve. Katherine added this in writing to the net worth report. Because of questions in the past about Katherine adding this to the report in writing, Seamus moved that the Executive Committee directs the treasurer to continue to note the restricted versus non-restricted funds in a manner of the treasurer's choosing. Eric Bosler seconded the motion. Motion passed.

Katherine noted that for 2017, dues and interest were not up to budget. Attorney fees and travel were items over budget.

Katharine presented the financial report to date for 2018. The total net worth is \$94,927.63 with \$64,158.54 in non-restricted funds, \$6,870.18 in restricted Funds and \$23,889.91 in Cash Reserves. Under assets the USPS Bulk Mailing account is being closed; Benton County was permitted to use it and had incurred costs that they will be reimbursing OMGA for. There is a total of \$77.02 in the USPS account and it will return that amount to OMGA. She noted that \$500.00 had already been paid to Linfield College for Growing Gardeners and that \$2500.00 was removed from the checking account to be held in reserve to pay the final bill at G2.

Katherine also reported she updated the IRS with the list of new officers.

G2 – Growing Gardeners Conference

First Vice President Ann Geyer reported that the contract with Linfield College has been signed and Treasurer Katherine Johnson has made a \$500.00 deposit. An agreement has been made with Red Lion Inn to reserve a

block of room until June 1 for those preferring to stay there instead of the apartments and dormitory rooms on campus. The rate is \$130.00. The rate for the apartments is \$55.00 per person and dormitory rooms are less.

She plans to have information about the Conference on a website within two weeks, with a link from the OMGA website. She has not yet confirmed with anyone for registration services. Jeanine Johnson presented a logo for the Conference. She will work out a contract with the artist and OMGA for its use.

Seamus noted that on the website there should be a connection made between Mini College and Growing Gardeners since the name has changed. Jeanine is working to finalize a list of speakers.

Ann would like to add tours to the Conference and is soliciting volunteers to take this over. It would be necessary to get quotes from bus companies. The cost of the tours will be determined by number of vendors. She asked that chapters send a list of vendors that they have for their events or contact the vendors themselves to see if they would be interested in being present at the Conference.

Newport Seafood and Wine Festival will provide alcohol for the banquet. It was noted that water and cookies should also be included with the contract.

A professor at Linfield College plans an opera performance at the time of the Conference. It was felt that this would not be a problem for the Conference and there may be a discount for those attending G2 to attend the performance.

G2 – Growing Gardeners Conference Presenters

Jeanine Johnson

Jeanine reported that she has a list of 62 plus potential speakers for 42 sessions. There will be 7 concurrent sessions and 2 keynote speakers, one on Friday morning and one on Saturday morning. A number of the classes will offer advanced continuing education credit.

Review of Revised Position Descriptions

Seamus Ramirez has been updating the Position Descriptions. All those attending looked at each position as updated and made comments and suggestions for changes. Seamus will use these suggestions to continue to make changes.

Laminated Garden Brochure

Marcia Sherry who is working on this had no report.

Gardener's Pen – next issue

Sue Nesbitt reported for Marcia Sherry, Newsletter Editor, that the deadline for the next issue is March 23rd.

2018 Leadership Forums

Eric Bosler reported on plans for the four Leadership Forums for 2018.

For the 1st Quarterly Meeting Jim Liskey (Marion County) will speak on the Junior Master Gardener Program.

The 2nd Quarterly Leadership Forum will be related to CHAP (Community Horticulture Advisory Panel), led by Gail Langellotto, which is looking at the revising of Master Gardener training, in order to make it more interactive.

For the 3rd Quarterly Forum, Gail Langellotto will speak on the State of the State as related to the Master Gardener program, in which she will talk about the campus level part of the program and changes being made to the program statewide.

The topic for the 4th Quarterly Forum will be mentoring and will use many of the resources from the mentoring survey done by Barbara Hassan and Jeanine Johnson.

Survey of Chapters about delivery format for PNW Handbooks

Chapters had been asked to report if they preferred to receive the Handbooks as downloadable to reader devices or in the printed books. Some chapters had thought they were able to download them. Weston Miller from OSU

said they are not available to download to a reader device and anyone doing so was connecting to the internet. At present, the books are available in print and can also be accessed through the internet. The internet version is updated several times a year. The print format is published only once a year.

Weston Miller did report that he is working on making a website SolvePestProblems.edu available offline but will take a few years to do so.

Mentor Handbook

Jeanine Johnson took over this project from Barbara Hassan and has looked at the material compiled. Only 1/3 of the chapters responded to a survey about how they use mentors and there was a wide variety of programs. Jeanine asked if we should contact the chapters that did not respond. It was suggested that we contact the CHAP group to determine if that will be part of the revision of Master Gardener training. Jeanine noted that Barbara Hassan had compiled much information from the web about best practices for mentoring. Sue asked whether we should consider having links on the website to good mentorship practices. Jeanine will contact Gail to learn what the plans are for mentoring and then OMGA will make a decision on how to proceed.

Response to question regarding E*TRADE

Katherine Johnson

This item was not discussed.

Conflict of Interest forms

Marcille Ansoerge, Secretary, passed a copy of the Conflict of Interest Policy to those present and asked that they sign the Conflict of Interest Annual Statement for 2018, as required for members of the Executive Committee. Ann Geyer noted that in the Policy "Interested Person" includes members of the Board of Directors. Marcille will make copies of the Policy available to members at the 1st Quarterly Board of Directors Meeting.

Old Business

Visors

Sue Nesbitt reported that she has seven boxes, each with 48 visors, left over from sales at IMGC and asked what we should do with them. It was decided to make them available to those registered at Growing Gardeners at no cost and any left over after that would be made available to all chapters.

Revision of OMGA Policies and Procedures

Seamus reported that he has nearly completed the revisions and will be sending them out soon. He asked that members report only on content and not on format at this time.

Inventory

The inventory list was updated for the location of items and the secretary will include this in the Secretary's handbook for 2018.

New Business

Development of a Vision Statement

Sue Nesbitt announced that she is in the process of contacting members to form a committee to work on a vision statement. These would be members who have a good understanding of OMGA and OSU and its relationship; she is hoping to have members from different parts of the State.

Grants, Sponsorships, & other Fund Raising

Sue reported that for fundraising OMGA should not approach those who contribute to OSU. Gail Langellotto said that it is best not to approach pesticide companies. Good businesses to approach are garden supply companies, nurseries, and businesses related to horticulture. Most grants are given to specific projects and programs; OMGA does not have many of these but county chapters may have some eligible for grants. Possible programs for OMGA may be for Leadership Forums.

OMGA is better positioned for looking for funds through corporate giving. Good sources are gardening and horticulture organizations. It takes time to get positive responses, but it is necessary to get started to learn the process.

Review of list of proposed speakers for Growing Gardeners

Jeanine Johnson, Second Vice President, presented a list of more than 50 possible presenters for Growing Gardeners. There are 42 sessions available. Members looked through the list and discussed these speakers and topics and made additional suggestions. Jeanine had the following areas for consideration: Improving Associations; General Gardening; Ornamentals; Insects, Diseases and Pests; Eclectic; and Make and Takes. She also had a list of possible tours which also were discussed in terms of interest and time available. It was noted again that someone else will need to lead the tour part of G2.

Chapter Representatives Handbook – tools needed Sue Nesbitt & Eric Bosler

There was no discussion on this item.

Road Show

Sue Nesbitt

There was no time for discussion of this item.

Networking & Communication

Need a special theme – how do we get chapter members talking to each other????

Eric Bosler stated that this item had been touched on in earlier discussions.

Adjournment

The meeting was adjourned at 4:30 pm. The following items on the agenda were not discussed:

Special Chapter Reports	Eric Bosler
EEC – description of use of grant funds with picture	Eric Bosler
OMGA letters logo update	Marcia Sherry
Historian project	Barbara Davidson
Report on the OSU Foundation	Katherine Johnson
“We grow Gardeners” logo use	Marcia Sherry
Discussion of new OSU logo	Ann Geyer
Recruiting a trainee for treasurer	Seamus Ramirez

Submitted by Marcille Ansorge (Tillamook), OMGA Secretary

<u>Executive Committee</u>	<u>Leadership Forum</u>	<u>Board of Directors</u>
February 2nd Linn County Extension Office	March 2nd Marion County	March 3rd Marion County
May 4th Linn County Extension Office	June 1st Douglas County	June 2nd Douglas County
August 3 Linn County Extension Office	September 14th Benton County	September 15th Benton County
October 6th Linn County Extension Office	November 2nd Multnomah County	November 3rd Multnomah County