

1st Quarter OMGA Executive Committee Meeting
February 7, 2020
Linn County Extension Office
33630 McFarland Road
Tangent, Oregon 97389

President Chris Rusch welcomed the Executive Committee.

Committee members in attendance:

President, Chris Rusch
Past President, Eric Bosler
Treasurer, Patrice Sipos
Secretary, Sharon Bordeaux
Historian, Barbara Davidson
Database Manager, Seamus Ramirez

Mini-college committee members in attendance:

Shari Bosler
Sue Nesbitt

The agenda was reviewed and Insurance was added to Reports. Patrice Sipos moved and Seamus Ramirez seconded the approval of the agenda as amended. The motion passed unanimously.

Reports



Mini-college Report – Sue Nesbitt

Sue Nesbitt updated the Executive Committee on Mini-college. The goal is to have all classes, workshops and tours confirmed and have a bio and course description for each by March 15, 2020. Sue will be meeting with Karen Graham and Janette Woosley on February 12, 2020 to discuss registration.

- **Budget:** Sue reviewed the Mini-college working budget with adjustments made as needed. Two notable items:
 - Early registration will end on July 1, 2020. It had originally been set for July 10, 2020. Early registration is \$49 per day; after July 1st the price increases to \$59 per day.
 - Mini-college reserved the room and purchased the tickets for the Thursday night social. Food/snacks/drinks are on your own.
- **Speakers:** Shari Bosler and Julie Huynh are working to confirm speakers for the education tracks.
- **Workshops:** Leaders for the four workshops have been confirmed by Workshops chair, Gene Nesbitt. Some workshops may require an additional fee for supplies.
- **Tours:** Tours chair, Jim Liskey, is planning 4 on campus tours (2 Friday, 2 Saturday).
- **Evening Programs:** Rich Taylor, Evening Programs chair, reserved the Omaha Room at Goss Stadium on Thursday evening for the group to watch a Corvallis Knights baseball game. There are 100 tickets available. Master Gardeners will be recognized on the reader board during the game. The Friday evening banquet will be held at the Adair Village Clubhouse. There will be a no host bar (beer/wine) and music prior to dinner. The dinner will be catered by Valley Catering.
- **Bookstore:** Barbara Davidson is contacting Grass Roots Bookstore to ask them to be the provider for the 2020 Mini-college.
- **Decorations:** Janice Gregg suggested it would be sufficient to place flower bouquets at the reception desk, on the stage for the keynote speaker and in each classroom.

- **Send-A-Friend Raffle:** Janice Gregg will be asking the chapters to donate items for approximately 5 different baskets. The theme for each basket has yet to be determined.
- **Promotions:** Eric Bosler
 - Announcement of the keynote speaker and a Save The Date was emailed to all the Master Gardener chapters, OMGA Representatives, and others.
 - Eric plans to send information about Mini-college to the chapters every 2-3 weeks. He will also submit information to chapter newsletters and the Gardener's Pen.
 - Marsha Sherry found a source to print bookmarks for \$110/3,000. The goal is to have these available to pass out at the March Board meeting.
- **Chapter Sales:** Multnomah County has indicated an interest in selling items. It was suggested an email be sent to all chapters about the availability of tables along with the rules for sales – what can and cannot be sold. All proceeds from these sales would go directly to the chapters.
- **Cookies:** Polly Blum reports it is too early to begin soliciting cookies. She has everything under control.
- **County and State Master Gardener of the Year Posters:** Sue is taking care of this project.
- **Silent Auction:** Sue is forming a committee to run the Silent Auction.
- **Other Notes:**
 - Contracts have been signed with CH2M Hill Alumni Center and the Hilton Garden Inn (a block of rooms @ \$132 per night and the University Room for the OMGA Board Meeting).
 - Arrangements have been made to use 1 or 2 dorms directly behind the CH2M Hill Alumni Center. The college will handle reservations. The fees are non-refundable. Sue is checking to see if a reservation can be transferred to another name.
 - Arrangements are being made to have lunch in the cafeteria next door to the CH2M Alumni Center. Lunch is paid for; breakfast is on your own.
- **Program Pamphlet:** Marcia Sherry will create the program pamphlet. She is looking for ways to decrease the cost by possibly having some pages in black and white.

Treasurer's Report: Treasurer Patrice Sipos reported that the only change to the financials were payments for the member cards, \$121.36, and deposits paid for mini-college, \$727.00. Patrice has retained a new CPA, Brandon Lee, of Neuner Davidson and Cooley. He will be looking for ways to help stream line the reports from the chapters. Patrice indicated we may save \$800 per year in taxes. Eric Bosler made a motion and Seamus Ramirez seconded to accept the financials. The motion passed unanimously.

Treasurer Workshops: Patrice will offer workshops for treasurers at the Educational Forums in September and November.

Insurance: Patrice reviewed the insurance policies from NFP Property Insurance and discovered OMGA is paying for auto insurance. The Executive Committee determined that auto insurance is unnecessary. Eric Bosler made a motion to cancel the insurance. Barbara Davidson seconded the motion. The motion passed unanimously.

2020 Educational Forum: OMGA Orientation and Representative Training will be the topics at The Educational Forum at the 1st Quarter OMGA Meeting in March. The committee decided to reach out to the Non-profit Division of the Department of Justice to speak on “Not for Profit Responsibilities – Open Meetings and Minutes. Eric will find contact for Chris. The Representatives will be reminded that Scholarship Applications are due by May 15, 2020.

Database/List Serve: All but three of the counties have provided Seamus with updated officer and representative lists. Seamus continues to work on updating the database.

OSU Extension Program Coordinator: Unable to attend the meeting, Gail emailed her report. “My report for the Spring 2020 OMGA Executive Committee meeting.”

1. 2019 MG Annual Report has been published. See <http://blogs.oregonstate.edu/mgcoordinators/2020/01/27/2019-annual-report/> for full report.
2. The North Coast, Tillamook/Clatsop Home Hort/Small Farms Professor of Practice position has been approved for hire.
3. Also approved, a 0.60 FTE Outreach Coordinator to support my work in the statewide MG office. Hurray. 1/3 of their time will be spent on the Home Hort website. 1/3 on university compliance (risk, insurance, youth safety), and 1/3 on MG Program administration (helping me with reporting, newsletters, MG awards, etc.).
4. I am working with OSU Youth Safety and OSU Risk to write up a guide on youth safety (including compliance and criminal history check requirements) that is specific to the MG Program.
5. I'm also working with OSU Extension and Experiment station communications to write up a style guide that provides guidance for how the OSU MG logo and flower icon should and can be used.
6. The MG Program has had a lot of diversity initiatives over the past 3-4 years. It is time to see where our group stands. The last demographic census of MG volunteers in Oregon was in 2006. I plan to put out another census in 2020. Please encourage participation with your MG colleagues.”

In an additional email dated February 5, 2020, Gail asked that the topic of expectations for OMGA chapter meetings be addressed emphasizing the importance of collaboration, transparency, board involvement, etc. These issues will be addressed at the 1st Qtr. Educational Forum.

New Business:

Best Practices: Richard Taylor asked that a discussion of Gail's best practices for dig and divide be added to the 1st Quarter meeting in March.

4th Quarter Host: A host for the 4th Qtr. Educational Forum/Board Meeting is needed. Chris will ask at the March meeting.

Recruitment/Succession: The committee members discussed efforts being made to fill the President Elect position.

1st Quarter Educational Forum/Board Meeting: Josephine County offered to host the 1st Qtr. Educational Forum/Board meeting in Grants Pass. \$100 travel expense stipends are available for outlying counties. The committee will draft a procedure for requesting the funds.

OMGA Goals for 2020: The executive committee discussed the 2020 accomplishments. Priority One: The Extension and OMGA are reaching out to ne new Dean of Agricultural Sciences to attend Mini-college. Priority Five: One chapter has developed a program called 'Garden Buds' for mentoring new Master Gardeners.

Non-prioritized Goals and Actions: The question "What does OMGA do for you" will be included on the Mini-college questionnaire.

Business completed; the meeting was adjourned at 2:30.

Respectfully submitted,

Sharon J. Bordeaux