



**3rd Quarter Board of Directors Meeting
September 9, 2022
Zoom and Telecommunications Meeting**

Attendees

Rusch, Chris	Douglas County	OMGA President
Bosler, Eric	Central Gorge	OMGA Past President
Sue Nesbitt	Yamhill County	OMGA Past President
Sharon Bordeaux	Douglas County	OMGA Secretary
Janet Magendanz	Benton County	Treasurer
Ann Kinkley	Linn County	Gardener's Pen Editor/Representative
Seamus Ramirez	Clackamas County	Data Base Manager/Representative
Richard Taylor	Benton County	Representative
Anny VanNatta	Central Gorge	Representative
Ann Gehrig	Central Gorge	President
Jan Barron	Central Oregon	Representative
Sherry Sheng	Clackamas County	Advocacy Committee Chairman
Joanie Chapel	Clatsop County	Representative
Sonya Reagan	Columbia County	Alternate Representative
Debbie Carroll	Curry County	Representative
Patrice Sipos	Douglas County	Alternate Representative
Mark Schallheim	Josephine County	Representative
Barry Burnsides	Josephine County	
Sharon Roberts	Lane County	Representative
Carol Salami-Goswick	Lane County	Alternate Representative
Michael Christy	Lincoln County	Representative
Rich Becker	Multnomah County	Representative
Carole Hardy	Multnomah County	Alternate Representative
John Casteel	Tillamook County	Representative
John Harland	Tillamook County	Alternate Representative
Marilyn Richardson	Wasco County	Representative
Tammy Oaks	Wasco County	Alternate Representative
Leslie Ray	Washington County	Representative
Karen Graham	Washington County	
Nancy Woodworth	Yamhill County	Representative

Welcome – Chris Rusch

Chris called the meeting to order at 3 PM and welcomed everyone to the 3rd Quarter Board of Directors meeting.

Agenda – Chris

The agenda was approved as presented

Approval of Minutes – Chris

The 2nd Quarter minutes were approved as posted

OMGA Treasurer's Report and 2023 Budget (Addendum A)– Janet Magedanz

Proposed 2023 Budget discussion, with no final decisions made:

- Do cost comparison of webmaster services
- Increase Travel Expenses/Board Meetings. In 2018, \$3,000 was budgeted. In 2023 some members would like some in person meetings; for now, they will be held via zoom.
- Increase the amounts available for GRANTS to \$3,500

Other items:

- Dues will remain at \$5.00 for 2023
- Correct Total Corporate Fees Expense; should be \$1,950.00
- Janet provided the OMGA membership numbers through 2021 (Attached)

Approval of the budget will be made at the November board meeting.

Database/List Serve – Seamus Ramirez:

Sent out a new list today. Be sure to send any new information to Seamus.

Mini-College “Joy of Gardening” 2022 – Chris Rusch

The 2022 Joy of Gardening conference was a success. An evaluation was sent out to attendees (results attached to minutes as Addendum B). Chris thanked the entire planning committee that worked to make the conference happen: Gail Langelotto, Richard Taylor, Sue Nesbit, Karen Harte, Evie Cox, Michael Christy, Janet Magendanz, and Eric Bosler.

Historian – Linda Coakley

Working on the year 2017.

Newsletter – Ann Kinkley – Gardener’s Pen

The fall Gardener’s Pen newsletter will be out the end of September. Please submit articles within the next two weeks. It was suggested that a counter be added to the website to see how many people access the newsletter.

DEI (Diversity, Equity & Inclusion) Task Force – Chris

This is the second year for the DEI Taskforce. There are three committees: Curriculum, demographic survey, Seed to Supper. Communication Points are being developed to use in discussions within the Master Gardener program. There is a Culture of Gardening Blog on the OSU website. The DEI main committee and the subcommittees meet monthly.

Master Gardener Advocacy Committee Report – Chris

Everyone has seen the letters that were sent to Simonich and Lyles. The College of Agriculture and Extension were informed how important it is to fill vacancies. Sherry is putting together an advocacy group to lobby for change and better funding.

Advocacy Task Force Report, 3rd Quarter 2022 Report

Submitted by Sherry Sheng (clackamasmg@gmail.com)

Sherry is recruiting members from every chapter for the task force to send out letters, make phone calls. Sherry is looking for volunteers who will follow up and get the information out in a timely manner. We need to make sure that we are in the budget this year. Targeted audiences include the OSU Administration (President, Provost, Vice-President, Dean of Agricultural Sciences, and Director of Extension Services), elected officials at the local level (county commissioners, and administrators), and State of Oregon legislators. Contact Sherry if you would like to join the committee.

Chris and Sherry met with Lyles for almost an hour. There will be a follow-up meeting at OSU. Asked Lyles for funds for temporary fixes – will settle for a little less but not going away. Would like to **be partners** in lobbying for funds from county, state, and college for the Master Gardener program.

Currently there are 5 counties without coordinators. Two days after meeting, Douglas County and Linn County got interim coordinators.

Forming the Task Force

Submitted by Sherry Sheng (clackamasmg@gmail.com)

What Happened

- Sherry wrote two documents (8/1-9) -- one on expectations of individual members and a second on work plan for 2022-2023 -- to define itself
- Sherry contacted presidents and OMGA representatives of chapters, on 8/11 via OMGA listserv, to begin recruitment

What’s Next

- Sherry will continue to respond to inquiries and reach out to chapter leaders for recruitment
- Sherry will conduct a training session for task force members

Advocating for MG Program Positions

What Happened

- Sherry wrote and submitted letters, on 8/10, to Dr. Ivory Lyles, head of Extension, and Dr. Staci Simonich, head of Ag, letters were shared via OMGA listserv on 8/11
- Sherry and Chris met with Dr. Lyles on 8/23 (meeting notes were shared via OMGA listserv on 8/23)
- Ten letters in support of filling MG Program positions were sent to Dr. Lyles on 8/24, along with a thank you note for taking the 8/23 meeting
- A follow-up meeting with Dr. Lyles is scheduled for September 12
- Dr. Lyles formed a committee to make recommendations on MG Program Staffing, by 6/30/2023, chaired by Weston Miller, with Gail Langellotto, Sam Angima, Chris Rusch, Judith Kenner among its members

What's Next

- To be determined, pending 9/12 meeting outcome
- Seek ways to provide input to the committee on MG Program Staffing

Thank You

- Writing letters on the importance of MG Program positions – Betty Goergen, Ranee Webb, Neal Lemery, Kristy Lund, Jana Tindall, Debra Kern, Judith Kenner, Janet Willoughby, Ann Capps, Diane White, Don Lyon
- Referring candidates for the task force – Rich Becker, Richard Bertram, Anne Gehrig, Kristy Lund, Jana Tindall, Ranee Webb, Janet Willoughby

Chris thanked Sherry for her advocacy for Master Gardeners. A recap of the September 12th Advocacy meeting at OSU is attached.

NEW BUSINESS

Committee for updating OMGA by-laws, policies, & job descriptions – Chris

Chris would like to complete the task of Updating the By-laws, Policies/Procedures, and Job Descriptions this year. Leslie Ray, OMGA Representative from Washington County, volunteered to chair the committee and Chris officially appointed Leslie Ray to chair the committee. Leslie will begin with the Policies/Procedures. Chris asked anyone interested in serving on the committee to contact Leslie. Leslie plans to have a meeting within the next month. Chris proposed a change to the Vice President position – from two VPs to one VP.

Chris also asked members whose positions have a job description, review the current description and if necessary, propose changes. Job descriptions can be viewed at omega.org/documents-and-forms. Proposals from the committee will be voted on at the November meeting.

2023 Mini-college – Chris

The Mini-college needs to be a separate committee and not part of an executive board member's job description.

It is mandated in the MOU between OMGA and OSU to have an educational conference annually.

There was discussion of places where the event can be held: Willamette University, Linfield College, a school in Newport or central Oregon. The consensus is that OSU has more plusses than minuses.

Other discussion & comments:

- Change to every-other-year so does our event does not compete with MG international conference.
- Agreement between OSU and mini-college. Do we need to update or delete - - no longer valid.
- Hold every year in a shortened version – exchange information and ideas.
- If we continue to use zoom, an annual meeting is important.
- If held at OSU, work with Benton County as both have annual events and could share speakers, etc.
- Mini-college mirrors educational events held by chapters annually. Perhaps develop a hybrid of two events.
- Form a committee – send out a zoom for proposal to present at the November meeting...lots of thumbs up. (First Friday in November meeting – October Zoom to talk about options).

Recruitment/Nominations for 2023 OMGA Executive Board-

President: Chris Rusch – willing to serve in 2023

President Elect:

Vice President: Leslie Ray – Volunteered for 2023

Secretary:

Treasurer: Janet Magendanz – willing to serve in 2023

Other Discussion:

Washington County would like to host a meeting in 2023.

Business complete, the meeting was adjourned at 5:12 pm.

Respectfully submitted,

Sharon J Bordeaux
OMGA Secretary

Oregon Master Gardener Association Meeting Schedule 2022		
Executive Committee	Educational Forum	Board of Directors
Friday, February 4	TBD	Friday, March 4
Friday, May 13	TBD	Friday, June 3
Friday, August 5	TBD	Friday, September 9
Friday, October 7	TBD	Friday, November 4
Annual OMGA Retreat December 2, 2022		

OMGA Mission

We are committed to sustainable gardening through:

- Partnering with the OSU Master Gardener Program to promote sustainable gardening practices.
- Advocating for funding to deliver the Master Gardener Program across Oregon;
- Fostering quality continuing education of all Master Gardeners.

Oregon Master Gardener Association
August 31, 2022 Financial Statement Comments

Please take time to read my comments and review the financial statements before our meeting on September 9th. If you have question(s) about any of the accounts, please email me before the meeting so I can provide information to everyone at one time. Thanks.

Statement of Financial Position

1. Equipment replacement fund - \$2,127: There has not been a withdrawal since this separate account was created in 2014. There were \$700 deposits in 2015, 2016, and 2017. The only other activity is booking the very small interest income.
Question: Since no funds were ever withdrawn from this account, is there a need to continue having these funds in a separate account?
2. OMGA Send-A-Friend - \$2,905: There has been no activity in this account since 2018. I don't know how the funds in this account are accounted for so someone needs to explain that to me.

Statement of Financial Activities

1. Line 2 - Miscellaneous income is primarily comprised of a \$150 donation from Network for Good (apparently a donation from an individual that wants to remain anonymous) and writing off the \$500 unexplained amount that was booked as a liability to Ray McNeilan Scholarship Fund.
2. Line 7 - E-Trade fair mkt value adjustment - \$(13,358) - we are required to book the increase/decrease to the investments in the E-Trade investment account. As you undoubtedly know, the stock market has suffered a significant decrease resulting in the OMGA investments value being decreased.
3. Line 9 - chapter dues from all counties have been received - \$11,406.
4. Line 20 - apparently a couple of annual Oregon Forms CT-12 either weren't filed or weren't received resulting in me preparing 2021 forms for the two counties and OMGA was levied penalties totaling \$90.
5. Line 40 - we reissued a check to Mark Clem for his work on the 2021 online mini-college. He didn't cash the original check and he has yet to cash the reissued check for \$6,110 that was written and mailed in February 2022.
6. Beginning on line 49 are the income and expenses for 2022 mini-college. I moved this activity to the bottom of the statement so we have a proper matching of revenue and expenses.
7. Line 74 - Janette Woosley reduced her fee by 20% which, frankly, should have been a greater reduction. I have used the same online registration company she used and I know how easily the setup is done. Very shortly before mini-college we discovered that Janette would not be able to complete the work resulting in me printing the badge information, stuffing them in the lanyards, and sitting at the registration desk for many, many hours.
8. Line 83 - reflects a \$100 speaker fee required by Katherine Johnson.

9. Line 88 - reflects the fact that *OMGA* netted a small profit of \$1,305
 10. Lines 92 and 93 reflects an add back of the non-cash Etrade loss of \$13,358 and the 2021 mini-college expense of \$6,110 so that the bottom line - net income - is our actual bottom line year-to-date.
-

OREGON MASTER GARDENER ASSOCIATION
Statement of Financial Position
August 31, 2022

ASSETS

Current Assets

Checking/Savings

BANK

OMGA Checking 7761 Chase	\$7,925
Business M/M Fund 3652 Chase	21,725
CD #644850-16 Advantis	<u>1,636</u>

Total BANK	<u>31,286</u>
------------	---------------

Restricted Accounts

Equip. Replac Fund Chase 6807	<u>2,127</u>
OMGA Send-A-Friend Sav. 4448	<u>2,905</u>

Total Restricted Accounts	<u>5,032</u>
---------------------------	--------------

Total Checking/Savings	<u>36,318</u>
------------------------	---------------

Other Current Assets

E*Trade Account Current Value	<u>72,612</u>
-------------------------------	---------------

Total Other Current Assets	<u>72,612</u>
----------------------------	---------------

Total Current Assets	<u>108,930</u>
----------------------	----------------

TOTAL ASSETS	<u><u>\$108,930</u></u>
--------------	-------------------------

LIABILITIES & EQUITY

Equity

Opening Balance Equity	\$62,946
------------------------	----------

32000 · Retained Earnings	60,415
---------------------------	--------

Net Deficit	<u>(14,431)</u>
-------------	-----------------

Total Equity	<u>108,930</u>
--------------	----------------

TOTAL LIABILITIES & EQUITY	<u><u>\$108,930</u></u>
----------------------------	-------------------------

OREGON MASTER GARDENER ASSOCIATION
Statement of Financial Activities
For the Eight Months Ended August 31, 2022

1	Income		
2	Miscellaneous income	\$657	
3	Refunds	100	
4	INTEREST INCOME		
5	Interest income	3	
6	E-Trade dividends	668	
7	E-Trade fair mkt value adjust	(13,358)	
8	Total INTEREST INCOME	(12,687)	
9	ANNUAL CHAPTER DUES	11,406	
10	DONATIONS		
11	Individual donations	19	
12	Total DONATIONS	19	
13	Total Income (Deficit)	(505)	
14	Expense		
15	ADMINISTRATIVE EXPENSES		
16	Management & General Expenses		
17	Corporate fees expense		
18	Annual assumed name filing	50	
19	Oregon forms CT-12	826	
20	County late filing penalties	90	
21	Business name renewal	1,050	
22	Total Corporate fees expense	2,016	
23	Liability insurance expense	1,836	
24	Postage and printing		
25	Postage	106	
26	Membership cards	357	
27	Total Postage and printing	463	
28	Website Operations		
29	Hosting and domain renewal	288	
30	Operations and design	167	
31	Total Website Operations	455	
32	Additional Overhead Expenses		
33	Supplies expenses	202	
34	Pak Mail	126	
35	Total Additional Overhead Expenses	328	
36	Travel Expenses/Board Meetings	55	
37	Total Management & General Expenses	5,153	
38	Total ADMINISTRATIVE EXPENSES	5,153	
39	Prior Year Expense		
40	2021 AV support	6,110	
41	Total Prior Year Expense	6,110	
42	GRANTS		
43	Extension Educator grant	1,750	
44	Karl Carlson grant	750	
45	Search for Excellence award	1,500	
46	Total GRANTS	4,000	
47	Total Expense	15,263	
48	Net Ordinary Income (Deficit)	(15,768)	

OMGA MEMBERSHIP				
	Date	Paid Members	Trainees	Total
20				
19				
18				
17				
16				
15	12/31/2021	1999	388	2387
14	12/31/2020	2596	293	2889
13	12/31/2019	2756	368	3124
12	12/31/2018	2853	582	3435
11	12/31/2017	2870	631	3501
10	12/31/2016	2829	706	3535
9	12/31/2015	2982	702	3684
8	12/31/2014	3089	675	3764
7	12/31/2013	3041	697	3738
6	12/31/2012	3106	765	3871
5	12/31/2011	2988	767	3755
4	12/31/2010	3062	768	3830
3	12/31/2009	2883	796	3679
2	12/31/2008	2828	798	3626
1	12/31/2007	2748	807	3555
Average by Group		2842	650	3492

Advocacy Task Force

3rd Quarter 2022 Report

Forming the Task Force

What Happened

- Sherry wrote two documents (8/1-9) -- one on expectations of individual members and a second on work plan for 2022-2023 -- to define itself
- Sherry contacted presidents and OMGA representatives of chapters, on 8/11 via OMGA listserv, to begin recruitment

What's Next

- Sherry will continue to respond to inquiries and reach out to chapter leaders for recruitment
- Sherry will conduct a training session for task force members

Advocating for MG Program Positions

What Happened

- Sherry wrote and submitted letters, on 8/10, to Dr. Ivory Lyles, head of Extension, and Dr. Staci Simonich, head of Ag, letters were shared via OMGA listserv on 8/11
- Sherry and Chris met with Dr. Lyles on 8/23 (meeting notes were shared via OMGA listserv on 8/23)
- Ten letters in support of filling MG Program positions were sent to Dr. Lyles on 8/24, along with a thank you note for taking the 8/23 meeting
- A follow-up meeting with Dr. Lyles is scheduled for September 12
- Dr. Lyles formed a committee to make recommendations on MG Program Staffing, by 6/30/2023, chaired by Weston Miller, with Gail Langellotto, Sam Angima, Chris Rusch, Judith Kenner among its members

What's Next

- To be determined, pending 9/12 meeting outcome
- Seek ways to provide input to the committee on MG Program Staffing

Thank You

- Writing letters on the importance of MG Program positions – Betty Goergen, Ranee Webb, Neal Lemery, Kristy Lund, Jana Tindall, Debra Kern, Judith Kenner, Janet Willoughby, Ann Capps, Diane White, Don Lyon
- Referring candidates for the task force – Rich Becker, Richard Bertram, Anne Gehrig, Kristy Lund, Jana Tindall, Ranee Webb, Janet Willoughby

Submitted by Sherry Sheng, clackamasmg@gmail.com

OMGA Advocacy Task Force
Meeting Recap

When: September 12, 2022, 4:15-4:50 PM

What: Advocate for filling MG Program positions in Benton/Linn, Douglas, Clatsop/Tillamook – follow up meeting

Who: Dr. Ivory Lyles, head of OSU Extension, Chris Rusch, OMGA President, Sherry Sheng, OMGA Advocacy Task Force

Report from Dr. Lyles

- Extension will submit a \$21 million funding package to the Oregon Legislature; the request includes 3 positions for MG Program staffing.
- Dr. Lyles wants the decision on staffing the MG Program to be deliberate and thorough. Therefore, he has charged a committee (3 MGs – Chris Rusch, Sue Nesbitt, Judith Kenner, 3 Extension Regional Administrators, Gail, Sam Angima, and Weston Miller) to address the following, by 6/30/2023:
 1. Conduct a statewide needs assessment of master gardener needs as it relates to level of support. This needs assessment should not seek to identify qualifications or degree of people providing support to MG.
 2. What structure should OSU Extension provide to ensure MG has the support as near as possible to the areas identified in the needs assessment. The committee is to discuss the needs assessment to identify the appropriate staffing pattern to align with need, curriculum, etc. with justifications.
 3. How best to meet OSU Extension deliverables on Diversity, Equity, Inclusion, and Access (DEIA) commitment but with appropriate verification standards.

• Dr. Lyles has asked the respective Extension Regional Administrators to produce interim solutions for supporting Master Gardeners before there is funds for a permanent fix. There has been some action in Douglas, Linn, and Benton counties, he is waiting for recommendation from the Regional Administrator who oversees Clatsop and Tillamook counties.

• Dr. Lyles reiterated that he wants to know what Master Gardeners need. This means what kind of support (for example, plan and deliver training for new MGs, support current MG work in plant clinic and other types of gardening education, etc.) With that information, he will do his best to fill those needs.

Request from Chris and Sherry

• Dr. Lyles checks with Extension Regional Administrators about which counties can benefit from Master Gardener advocacy during the upcoming county budget process. The OMGA Advocacy Task Force will act where we are needed.

Request from Dr. Lyles

• Master Gardeners advocate for the OSU Extension funding package during the coming legislative session. He would like to see active engagement from every county by as many people as possible.

What's Next

- Sherry will share this meeting recap through the OMGA listserv and with members of the Advocacy Task Force
- When we know which counties need our engagement in the budget hearing process, Sherry will inform Advocacy Task Force members
- Sherry will check in with Dr. Lyles on what actions will be taken in Clatsop and Tillamook counties
- Sherry will continue with recruiting for the task force