



**2023 4th Quarter Executive Committee Meeting
Friday, October 6, 2023
Via Zoom, 3:00 pm**

The meeting was called to order by President Chris Rusch at 3 pm.

Attendees were Chris Rusch, President; Sharon J Bordeaux, Secretary; Janet Magedanz, Treasurer; Linda Coakley, Historian; Seamus Ramirez, Database/List Serve, Brooke Edmunds, State Coordinator, Sherry Sheng, Advocacy Task Force Committee, Ann Kinkley, Newsletter, and Leslie Ray, Vice President.

The agenda was amended to include a discussion of OMGA insurance. Sherry Sheng was also added to the agenda. The agenda was approved as amended.

The Minutes from the 2nd Quarter Executive Committee Meeting were approved as posted.

OSU Extension Program Coordinator Report – Brooke Edmunds

Updates on open Master Gardener Program positions as of 10/6

- Statewide Master Gardener Program Manager: scheduling interviews for November
- Portland Metro Professor of Practice: offer has been made
- Linn-Benton County Outreach Program Coordinator: interviews complete; information with the hiring manager & HR
- Tillamook and Clatsop County Outreach Program Coordinator searches: position description was sent to HR
- The Douglas County Outreach Program Coordinator position is still on hold as of 10/6.
- The Curry County Education Program Assistant position: position closed; unsure of status.
- Josephine County Program: Josephine County EPA is leading the program through the spring training season (with support from Jackson Co faculty member). Will revisit with plan to rehire once county funding stabilizes.

Update on the funding raised during OSU's Dam Proud Day

I have received some questions asking for updates on the funds donated during Dam Proud Day. Of the \$24,353 raised, half is earmarked to update the Sustainable Gardening textbook and the other half to provide printed booklets for the Seed to Supper Program. I made the decision to hold off on spending any of the funds until the permanent Statewide Program Manager is onboard. This will allow the new program leader to have the resources needed to revise these programs. Seed to Supper will have a 100% digital and self-print curriculum as a temporary fix. And the Sustainable Gardening textbook will be available in its current version.

New Master Gardener Volunteering Guide

LeAnn Locher and I are working on a new statewide guide for volunteers. It is currently being reviewed by other coordinators. This will replace the outdated "An Introduction to Being a Master Gardener Volunteer" document. It's a high-level guide that covers statewide policies and will compliment what the county program coordinators have available.

Brooke Edmunds, Ph.D. (*she/hers*) | Community Horticulture
Oregon State University | Extension Service Marion, Polk, Linn, & Benton County
Interim Statewide Master Gardener Program Coordinator
503-373-3765 (office)

Learn about the Master Gardener volunteer program in [Polk](#), [Marion](#), and [Linn & Benton](#) Counties!

Sherry Sheng

Sherry discussed a proposal to fund garden research at the OSU Garden Ecology Lab through university labs that focus on the study of gardens. The Garden Ecology League will provide advice and feedback on Garden Ecology Lab projects, including research findings. They also plan to provide printed research-based garden information to gardeners. Oregon and Florida currently have Garden Ecology Leagues. There are plans for 10 more Garden Ecology Leagues; 4 in 2023 and 6 in 2024.)

The goal for the OSU Garden Ecology League is to raise \$100,000 annually to supplement OSU funding for the Garden Ecology Lab. The League currently has \$50,000. Sherry is looking for donations/commitments to raise the additional \$50,000. Chis noted that this project fits perfectly with the OMGA Mission Statement and suggested that we include an annual contribution to the budget. Leslie Ray made and Janet Magedanz seconded a motion to make an annual contribution of \$1,000 to the Garden Ecology Lab. The motion passed unanimously.

4th Quarter Financial Report – Janet Magedanz

OMGA Treasurer, Janet Magedanz gave a financial report for the 4th quarter to date. A copy of the financial report is attached.

2024 OMGA Budget Proposal – Janet Magedanz

The committee reviewed and discussed the 2024 proposed budget for OMGA.

- Proposed budget has a \$3,300 deficit
- Reviewed the Grants and Scholarships. The Ray McNeilan Scholarship is no longer a line item. Leslie Ray motioned and Janet Magedanz seconded that the Ray McNeilan Scholarship be added back as a line item. The motion passed unanimously.
- Per our commitment to funding the Garden Ecology League, a line item was added to the budget.
- The line item for Beaver Day of Giving was removed.

Leslie Ray motioned Janet Magedanz seconded to approve the budget as amended. The motion passed unanimously.

The amended draft 2024 budget will be sent out to all OMGA representatives for review prior to our November 3 meeting.

Insurance Update – Janet Magedanz

OMGA received a refund of \$912.00 for our cancelled policy and paid the \$1,600 for our new executive board member activity and liability policy.

Newsletter – Ann Kinkley

- Ann will work with our website manager to set up a program that will track how many individuals access our newsletter.
- Ann will include job descriptions in the next newsletter.

Historian – Linda Coakley

Linda has reviewed and updated the historical information for 2018.

Joy of Gardening Conference – Chris Rusch

The 2024 OMGA Joy of Gardening Conference was discussed. The 2024 conference will be July 12th and 13th. If you are interested in joining the planning committee, please send Chris an email at crusch3837@gmail.com.

Policies and Procedures and By-Laws Committee – Leslie Ray

Leslie Ray discussed the progress in revising the OMGA By-laws, Job Descriptions, and Policies and Procedures. The goal is to have the policies ready for approval at the November 3rd Board of Directors meeting. Leslie Ray's committee has been meeting weekly.

MG Coordinator search committee update – Chris Rusch

Seven candidates applied for the position; 5 are being interviewed. The final interviews will be the first week in November. Emails will be sent out inviting Master Gardeners to view the interviews.

NEW BUSINESS

An inquiry was made about the OMGA drop box. We no longer use the drop box. Seamus will delete the program.

After discussion, the Executive Committee decided the Friday, December 1st retreat will be held via Zoom. Additional information will be sent out in November.

Respectfully Submitted,
Sharon J Bordeaux
OMGA Secretary

Oregon Master Gardener Association Meeting Schedule 2023	
Executive Committee	Board of Directors
Friday, February 3	Friday, March 3
Friday, May 5	Friday, June 2
Friday, August 4	Friday, September 8
Friday, October 6	Friday, November 3
Annual OMGA Retreat December 1, 2023	

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
Statement of Financial Position
September 30, 2023

	ASSETS		
	Current Assets		
	Checking/Savings		
1	BANK		
2		OMGA Checking 7761 Chase	\$16,741
3		CD #644850-16 Advantis	1,636
4		Total BANK	18,377
5	Restricted Accounts		
6		TCD - Send-A-Friend (3810)	2,343
7		TCD-Equipment Replacemt (3809)	2,167
8		OMGA Send-A-Friend Sav. 4448	1,126
9		Total Restricted Accounts	5,636
10		Total Checking/Savings	24,013
11	Other Current Assets		
12		Chase Bank TCD due 2/29/2024	100,429
13		Total Other Current Assets	100,429
14		Total Current Assets	123,531
15	TOTAL ASSETS		\$124,443
16	LIABILITIES & EQUITY		
17	Equity		
18		Opening Balance Equity	\$62,946
19		Retained Earnings	47,703
20		Net Income	13,794
21		Total Equity	124,443
22	TOTAL LIABILITIES & EQUITY		\$124,443

OREGON MASTER GARDENER ASSOCIATION
Statement of Financial Activities
For the Nine Months Ended September 30, 2023

Ordinary Income/Expense		
Income		
1	INTEREST INCOME	
2	Interest income	\$515
3	E-Trade dividends	401
4	E-Trade fair mkt value adjust	7,561
5	Total INTEREST INCOME	8,477
6	Miscellaneous income	47
7	Liability insurance refund	912
8	ANNUAL CHAPTER DUES	10,931
9	DONATIONS	
10	Send-A-Friend Scholarship	50
11	DONATIONS - Other	20
12	Total DONATIONS	70
13	Total Income	20,437
14	Expense	
15	ADMINISTRATIVE EXPENSES	
16	Management & General Expenses	
17	Bank Service Fee	10
18	Corporate fees expense	
19	Annual assumed name filing	150
20	Oregon forms CT-12	935
21	Total Corporate fees expense	1,085
22	Liability insurance expense	2,700
23	Postage and printing	
24	Printing	140
25	Postage	100
26	Membership cards	61
27	Total Postage and printing	301
28	Professional Fees	
29	IRS Form 990-EZ preparation	387
30	Total Professional Fees	387
31	Website Operations	
32	Hosting and domain renewal	304
33	Operations and design	1,200
34	Canvas Hosting & Listserve	256
35	Total Website Operations	1,760
36	Additional Overhead Expenses	
37	Pak Mail	132
38	Total Additional Overhead Expenses	132
39	Total Management & General Expenses	6,375
40	Total ADMINISTRATIVE EXPENSES	6,375
41	GRANTS	
42	Beaver Day of Giving	1,000
43	Extension Educator grant	1,450
44	Karl Carlson grant	250

OREGON MASTER GARDENER ASSOCIATION
Statement of Financial Activities
For the Nine Months Ended September 30, 2023

45		Search for Excellence award	1,000
46		Total GRANTS	3,700
47		69800 · Misc. & Unbudgeted Expenses	50
48		Total Expense	10,125
49		Net Ordinary Income	10,312
50		Other Income/Expense	
51		Other Income	
52		JOY OF GARDENING REVENUE	
53		Send A Friend	536
54		Registration income	12,928
55		Silent auction	5,800
56		Purchased meals	2,970
57		Dorm rooms	922
58		Total JOY OF GARDENING REVENUE	23,156
59		Total Other Income	23,156
60		Other Expense	
61		JOY OF GARDENING EXPENSES	
62		Lunch/dinner catering	5,198
63		Room Rental	
64		President's hotel	400
65		Dorm rooms cost	1,188
66		OSU Alumni Center rental	9,552
67		Total Room Rental	11,140
68		Silent auction expenses	98
69		Square and credit card fees	871
70		Printing	
71		Mini-college printing	138
72		Award certificates	49
73		Total Printing	187
74		Awards and Recognition	
75		Award and grant certificates	269
76		Plaques	663
77		Total Awards and Recognition	932
78		Send-a-Friend Scholarships	400
79		Speaker Expense	
80		Gifts	576
81		Total Speaker Expense	576
82		Supplies expense	271
83		Total JOY OF GARDENING EXPENSES	19,673
84		Total Other Expense	19,673
85		Net Other Income	3,483
86		Net Income	\$13,794