



BOARD MEETING

September 16th, 2017

9:30 AM

Location: OVF meeting area

AGENDA

- A. Request for move and second to accept unread the minutes of 07/15/2017
- B. President's Report (10 minutes)
 - i. Pre-orientation Updates
 - ii. Database updates
 - iii. Bylaws
- C. Round Table (15 minutes)
 - i. Treasurer's Report
 - ii. Garden Master's Report
 - iii. Membership Secretary's Report
 - iv. Education Secretary's Report
 - v. Independent Project Monitor
 - vi. Phase Rep Reports
- D. New Business (30 minutes) (MOTIONS with PUBLIC COMMENT PERMITTED [Max. 2 min. per speaker])
 - i. 2018 Operating Budget (motion)
 - ii. Member 50% community hour clause enforcement
- E. Old Business (0 minutes) (MOTIONS with PUBLIC COMMENT PERMITTED [Max. 2 min. per speaker])
- F. Future Agenda Items (2 minutes)
 - i. Policy statement(s): Plot assignment, workdays, gate closing, water, others
- G. Public Comments (2 minutes per speaker)
- H. Next General Meeting October 14th, 2017
- I. Next Board Meeting: November 18th, 2017
- J. Request for move and second to adjourn

["Education is what remains after one has forgotten
what one has learned in school." — Albert Einstein](#)

D. i. – – Motion: To allow additional time to communicate 2018 plot fee increases due to increases in the DWP water rate, move to approve the attached 2018 budget forecast. Note: This budget forecast includes a 2018 plot fee of \$76.00 per plot and a \$10.00 associate fee.

9/15/2017

2018 OVF BUDGET FORECAST

PLOT FEE: \$76 per plot

	2018 BUDGET	2017 Actual	2017 Budget	DIFFERENCE
OPERATIONAL INCOME				
Annual Dues	\$38,500.00	\$30,026.09	\$30,000.00	\$8,500.00
Associates (\$10.00/person)	\$1,300.00	\$837.00	\$800.00	\$500.00
Interest Income	\$50.00	\$6.33	\$50.00	\$0.00
Other Income				
Other (Donations)	\$1,000.00	\$5,680.00	\$1,000.00	\$0.00
Recyclables	\$2,200.00	\$1,296.50	\$2,200.00	\$0.00
Greenhouse Fundraiser	\$1,500.00	\$2,518.00	\$1,500.00	\$0.00
TOTAL OPERATIONAL INCOME	\$44,550.00	\$40,363.92	\$35,550.00	\$9,000.00
OPERATIONAL EXPENSES				
Garden Administration				
Chair & Board (Sec. & Tres.)	\$750.00	\$880.09	\$450.00	\$300.00
Membership (Notices, Plot Admin)	\$750.00	\$570.20	\$500.00	\$250.00
Newsletter and Education	\$850.00	\$345.62	\$850.00	\$0.00
Potluck & Workday	\$800.00	\$457.79	\$750.00	\$50.00
From Donated Funds	\$2,500.00	\$3,608.04	\$3,500.00	(\$1,000.00)
TOTAL Garden Administration	\$5,650.00	\$5,861.74	\$6,050.00	(\$400.00)
Site Management				
Beautification	\$200.00	\$0.00	\$150.00	\$50.00
Carpentry	\$200.00	\$200.00	\$200.00	\$0.00
Compost & Shredding	\$1,250.00	\$1,010.62	\$1,250.00	\$0.00
Insurance	\$2,250.00	\$2,235.00	\$2,200.00	\$50.00
Misc. Garden Suplies	\$800.00	\$643.12	\$800.00	\$0.00
Orchard	\$400.00	\$291.00	\$300.00	\$100.00
Pest Management	\$1,050.00	\$1,017.64	\$1,000.00	\$50.00
Plumbing	\$575.00	\$445.20	\$550.00	\$25.00
Portable	\$2,125.00	\$2,124.15	\$2,100.00	\$25.00
Security	\$400.00	\$234.22	\$350.00	\$50.00
Greenhouse Expenses	\$600.00	\$598.10	\$500.00	\$100.00
Tree Maintenance	\$3,000.00	\$3,000.00	\$2,800.00	\$200.00
TOTAL Site Management	\$12,850.00	\$11,799.05	\$12,200.00	\$650.00
Utilities				
DWP - Power	\$1,000.00	\$528.40	\$800.00	\$200.00
DWP - Water	\$25,500.00	\$9,909.86	\$20,000.00	\$5,500.00
Telephone	\$1,050.00	\$610.14	\$1,000.00	\$50.00
TOTAL Utilities	\$27,550.00	\$11,048.40	\$21,800.00	\$5,750.00
TOTAL OPERATIONAL EXPENSES	\$46,050.00	\$28,709.19	\$40,050.00	\$6,000.00
Resale Income				
Keys (Water/gate)	\$100.00	\$38.00	\$150.00	(\$50.00)
T-Shirts	\$750.00	\$552.00	\$750.00	\$0.00
Lumber	\$750.00	\$678.50	\$300.00	\$450.00
TOTAL Resale Income	\$1,600.00	\$1,268.50	\$1,200.00	\$400.00
Resale Expenses				
Keys (Water/gate)	\$100.00	\$0.00	\$150.00	(\$50.00)
T-Shirts	\$750.00	\$1,297.32	\$750.00	\$0.00
Lumber	\$750.00	\$1,038.12	\$300.00	\$450.00
TOTAL Resales Expenses	\$1,600.00	\$2,335.44	\$1,200.00	\$400.00
Resale Income - Resale Expense	\$0.00	-\$1,066.94	\$0.00	\$0.00
TOTAL INCOME - EXPENSES	-\$1,500.00	\$10,587.79	-\$4,500.00	\$3,000.00

OVF 2017 Budget

Category / Description	2017 YTD	2017 Budget	Over (Under)	FY % YTD	2016 Budget
<u>INCOME</u>					
FEES					
MEMBERSHIP FEE	30,026.09	30,000.00	26.09	100.1%	22,500.00
ASSOCIATE FEE	861.00	800.00	61.00	107.6%	600.00
OTHER INCOME					
RECYCLE	1,471.64	2,200.00	-728.36	66.9%	2,200.00
DONATION RECEIVED	6,680.00	1,000.00	5,680.00	668.0%	300.00
INTEREST INCOME					
INTEREST EARNED	7.07	50.00	-42.93	14.1%	75.00
TOTAL INCOME	\$ 39,045.80	34,050.00	4,995.80	114.7	
<u>EXPENSE</u>					
SITE MANAGEMENT					
BEAUTIFICATION	0.00	150.00	-150.00	-	150.00
CARPENTRY	200.00	200.00	-	100.0%	200.00
COMPOST & SHREDDING	1,010.62	1,250.00	-239.38	80.8%	1,500.00
INSURANCE	2,435.00	2,200.00	235.00	110.7%	2,150.00
MISC. GARDEN SUPPLIES	649.63	800.00	-150.37	81.2%	725.00
ORCHARD	291.00	300.00	-9.00	97.0%	300.00
PEST MANAGEMENT	1,302.64	1,000.00	302.64	130.3%	800.00
PLUMBING	445.20	550.00	-104.80	80.9%	550.00
PORTABLE	2,124.15	2,100.00	24.15	101.2%	2,100.00
SECURITY	355.34	350.00	5.34	101.5%	100.00
TREE MAINTENANCE	3,000.00	2,800.00	200.00	107.1%	2,800.00
ADMINISTRATION					
CHAIR & BOARD	864.43	450.00	414.43	192.1%	450.00
MEMBERSHIP	570.20	500.00	70.20	114.0%	500.00
EDUCATION & NEWSLETTER	345.62	850.00	-504.38	40.7%	850.00
POTLUCK & WORKDAY	457.79	750.00	-292.21	61.0%	750.00
DONATED FUNDS	3,608.04	3,500.00	108.04	103.1%	3,500.00
UTILITIES					
D W P - POWER	596.51	800.00	-203.49	74.6%	650.00
D W P - WATER	11,970.41	20,000.00	-8,029.59	59.9%	9,400.00
TELEPHONE	698.94	1,000.00	-301.06	69.9%	850.00
TOTAL EXPENSE	\$ 30,925.52	39,550.00	-8,624.48	78.2	
<u>RESALE INCOME</u>					
KEY SALES	40.00	150.00	-110.00	26.7%	150.00
LUMBER SALES	738.50	300.00	438.50	246.2%	300.00
T-SHIRT SALES	552.00	750.00	-198.00	73.6%	750.00
GREENHOUSE SALES	2,518.00	1,500.00	1,018.00	167.9%	750.00
TOTAL RESALE INCOME	\$ 3,848.50	2,700.00	1,148.50	142.5	
<u>RESALE EXPENSE</u>					
KEYS FOR RESALE	0.00	150.00	150.00	-	150.00
LUMBER FOR RESALE	1,038.12	300.00	-738.12	346.0%	300.00
T-SHIRTS PURCHASES	1,297.32	750.00	-547.32	173.0%	750.00
GREENHOUSE EXPENSES	598.10	500.00	-98.10	119.6%	500.00
TOTAL RESALE EXPENSE	2,933.54	1,700.00	1,233.54	172.6%	
NET RESALE INCOME / (EXPENSE)	914.96	1,000.00	1,914.96		
NET OPERATING INCOME / (EXPENSE)	8,120.28	-5,500.00	2,620.28		
2017 ANNUAL SURPLUS / (DEFICIT)	9,035.24	-4,500.00	4,535.24		
B of A Checking	35,381.01				
B of A Savings	14,954.53				
CapitalSource Bank CD	17,673.35				