

## Schuylkill River Park Community Garden (SRPCG) Steering Committee Meeting Minutes

**Location:** Hosted via ZOOM meeting

**Monday, August 10th, 2020 7:00- 8:00 PM**

**Minutes Submitted by:** Jesse Cohen (G-06)

**Present:** Maja Bucan (J-9), Jesse Cohen (G-06), Jerry Faich (I-1), Mary Lou Gross (I-2), Mike Kihn (B-1), John Wagner (K-3), Pat Rohlfing (G-1) Linda Zaimis (City Harvest Manager- non-voting member) and Susan Kahn (J-6) CCRA representative, Scott Farrington (C-5)

**Not Present:** Gino Insana (A-2), Cricket Brosius (D-4), Katie Tremont (A-1)

**Guest:** none

Recorded by Jesse Cohen. Approved by the Steering Committee **Monday, September 14.**

| Agenda Item                         | Discussion  | Action/Responsible Party/ Timeline  |
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| Call to order & Approval of Minutes | John volunteered to chair the meeting. Jesse volunteered to take minutes. There were no further comments on the meeting minutes from June. Motion to accept made and seconded. Next meeting will be September 14 <sup>th</sup> , 2020 (pushed back due to labor day) <b>Note time change to 7pm instead of 7:15pm. Meetings are always held the 2<sup>nd</sup> Monday of the month</b>  | <p><b>Jesse:</b> Send Steve July minutes approved at this meeting to upload to website</p> <p><b>Jesse:</b> Distribute August meeting minutes to SC for review</p> <p><b>Steve:</b> Post minutes on SRPCG website</p>   |
| Treasurer's Report                  | <p><b>EXPENSE REPORT (Gino Insana: <a href="mailto:giovanni.insana@gmail.com">giovanni.insana@gmail.com</a>)</b></p> <ul style="list-style-type: none"> <li>● Jerry will touch base with Gino regarding the interval budget update. We affirmed that recently bills are being paid in a timely manner, and we will continue to do so.</li> </ul>  | <p><b>All:</b> All reimbursement forms should be sent to Gino Insana (<a href="mailto:giovanni.insana@gmail.com">giovanni.insana@gmail.com</a>) and cc' the Steering Committee (<a href="mailto:steering@srpcg.org">steering@srpcg.org</a>). Gino will send reimbursement forms and receipts to Travis at CCRA (<a href="mailto:centercity@centercityresidents.org">centercity@centercityresidents.org</a>). <b>Please note:</b> CCRA office currently closed due to COVID-19 pandemic but Travis responding to emails.</p>         |
| New Business                        | <p><b>WEBSITE MAINTENANCE- Steve Slaterbeck (<a href="mailto:slaterbeck@aol.com">slaterbeck@aol.com</a>)</b><br/>if we send the minutes to him following the meetings he will continue to post those on the SRPCG website. Thank you to Steve!</p> <p><b>NEW GARDENER ORIENTATION (Lillian Cohen: <a href="mailto:lilliancohen@gmail.com">lilliancohen@gmail.com</a>)</b><br/>No new report</p> <p><b>SHADED PLOTS (Maja Bucan: <a href="mailto:bucan@penndmedicine.upenn.edu">bucan@penndmedicine.upenn.edu</a>)</b><br/>No new report</p> | <p>Cats: The committee will draft a letter in response to the concern regarding feeding cats in the garden.</p> <p>Covid precautions: Although the bylaws require the garden to remain open to the public, given the extraordinary circumstances, we will continue with the current precautions to limit access to the public, maintain social distancing, and minimize the number of people in the garden during the pandemic – see below</p> <p>August 30<sup>th</sup> dinner – will skip this year. <b>Steve will revise</b></p> |

the schedule on the website to reflect this.

**SRPG Master Plan: The committee proposed these changes or amendments to the plan:**

1. Page 35 of the master plan states that the community garden will manage and maintain an orchard outside the garden fence. The committee agreed that it is not willing to take that on. Rather a separate committee should be established for that purpose.

2. The committee expressed frustration that it is difficult to interface with Parks and Rec about maintenance issues. As a short term solution, the existing city employees should make themselves more visible and available when problems arise. In the long term, the committee would like to see a seasonal position created for an employee whose duties would include landscaping and maintenance (such as unplugging drains), noting more serious maintenance concerns and interfacing with the City to make sure that repairs are addressed promptly.

(Along these lines, it may be helpful for you to know more about several city employees who are responsible for the park. Katie McGirk is a long-time employee who runs the Markward Recreation Center. I believe her hours are 1 p.m. to 9 p.m. Monday through Friday. She is most often in her office in the building. It is her responsibility to submit work orders to the City for maintenance problems in the park. Katie's email address is [markwardrec@comcast.net](mailto:markwardrec@comcast.net). The park also has been assigned a "stewardship coordinator." Meka Perez is a PPR employee whose job includes responding to maintenance concerns. Her email address is [Meka.Perez@Phila.gov](mailto:Meka.Perez@Phila.gov).)

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|                   |  | <p><b>The committee also responded to suggestions made by the plan:</b></p> <p>Communication - The proposed master plan reflects a consensus among park users that garden signage be kept up to date and include open hours and information on how to sign up for a garden plot. The committee noted that the exterior sign refers interested people to their website. The website is kept up to date with information on how to get a plot. An inside bulletin board also contains this information and is accessible to all in non-covid times. The committee agreed to improve communication with the public by including a link to the SRPCG website on the CCRA website and the FSRP website.</p> |
| Committee Reports | <p><b>PLOT ASSIGNMENTS (John Wagner: <a href="mailto:listmanager@srpcg.org">listmanager@srpcg.org</a>)</b></p> <ul style="list-style-type: none"> <li>• John reports 70 on waitlist.</li> </ul> <p><b>PLOT USE (Pat Rohlfing: <a href="mailto:rohlfing44@gmail.com">rohlfing44@gmail.com</a>)</b></p> <ul style="list-style-type: none"> <li>• No active concerns regarding weeding, however maintaining clear paths has been noted as an issue; one plot that needs to be cleaned up</li> </ul> <p><b>CITY HARVEST (Linda Zaimis: <a href="mailto:linda.zaimis@gmail.com">linda.zaimis@gmail.com</a>)</b></p> <ul style="list-style-type: none"> <li>• 468 lbs thus far</li> </ul> <p><b>FACILITIES (Mike Kihn: <a href="mailto:michaelakihn@gmail.com">michaelakihn@gmail.com</a>)</b></p> <ul style="list-style-type: none"> <li>• 2 new scuffle hoes – wider than the old ones</li> <li>• 2 new carts</li> </ul> | <p>Suggestion from steering committee for there to be an accessible liaison between the city and the park. This could be an existing employee(s) or a privately hired seasonal (March – Dec) grounds maintenance person whose responsibilities encompass both basic landscaping, unclogging fountains, re-painting lines on the basketball court, fixing leaks, and generally being an available point person for park-related concerns. <b>This will be communicated to CCRA by Susan</b></p>   |

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|  | <ul style="list-style-type: none"> <li>• Repaired SE corner hose</li> <li>• East-West hedges were trimmed</li> </ul> <p><b>WEEKLY CHORES (Mary Lou Gross: <a href="mailto:mlgross7037@gmail.com">mlgross7037@gmail.com</a>)</b></p> <ul style="list-style-type: none"> <li>• Going well</li> </ul> <p><b>WORK DAY TASKS (Jerry Faich: <a href="mailto:gfaich@gmail.com">gfaich@gmail.com</a>)</b></p> <ul style="list-style-type: none"> <li>• Only 9 ppl who need to make up workday tasks</li> <li>• Add task to remove dirt by the benches</li> </ul> <p><b>PARKSIDE PLANTINGS (Mary Lou Gross: <a href="mailto:mlgross7037@gmail.com">mlgross7037@gmail.com</a>, Scott Farrington <a href="mailto:scottfarrington@yahoo.com">scottfarrington@yahoo.com</a>, Joan Wells)</b></p> <ul style="list-style-type: none"> <li>• no issues</li> </ul> <p><b>COMMUNITY/CHILDREN’S EVENTS (Katie Tremont: <a href="mailto:katie@srpcg.org">katie@srpcg.org</a>)</b><br/>Will hold off on a community/children gathering event until after Covid</p> <p><b>COMMUNICATIONS – deferred discussion</b><br/><b>Website:</b> No updates<br/><b>Bulletin board:</b> Jerry will update<br/><b>Facebook:</b> Katie manages and posts updates/events</p> |   |
|  | <p><b>Next Steering Committee</b> September 14<sup>th</sup>, 2020 7:00pm.</p>  | <ul style="list-style-type: none"> <li>• Mike versus Jerry will lead the September Meeting</li> </ul> |

Approved by Steering Committee September 14<sup>th</sup>, 2020

Covid-19 Precautions letter draft:

Dear Gardeners:

The SRPCG Steering Committee would like to reiterate the coronavirus precautions for the garden put in place by the Steering Committee this spring. The committee has the safety and health of all gardeners in mind and believes these precautions are necessary to protect gardeners while in the garden. These precautions are also consistent with current Philadelphia Parks and Recreation guidelines.

Specifically, on August 10, 2020 the Steering Committee acknowledged that the threat of exposure to COVID-19 disease remains in the City of Philadelphia and justifies the following precautions to remain in place in the garden until further notice:

- Garden gates are to be locked at all times (both as gardeners enter and leave)
- Masks should be worn and social distancing practiced at all times
- Nongardeners may enter ONLY if accompanied by a gardener
- Disinfectant for tools will be available and provided by the Steering Committee

Please remain in touch with any questions/concerns you might have.

Stay well,

The SRPCG Steering Committee