

Schuylkill River Park Community Garden Steering Committee Meeting Minutes

Markward Recreation Center

Tuesday, February 3, 2020 7:00- 8:15 PM

Minutes Submitted by: Steve Slaterbeck (H-6)

Present: Maja Bucan (J-9), Mary Lou Gross(I-2), Gino Insana (A-2), Mike Kihn (B-1 , Pat Rohlfling(G-1), Steve Slaterbeck (H-6), John Wagner (K-3), Linda Zaimis (K-5) , Susan Kahn(J-6) CCRA representative, and Natan Organick guest

Not Present: Cricket Brosius (D-4), Lillian Cohen (E-2), Jerry Faich(I-1), Al Kelman(J-8), Katie Tremont (A-1)

Recorded by Steve Slaterbeck, Secretary. Approval by the Steering Committee Monday, March 9, 2020.

Agenda Item	Discussion	Action/Responsible Party/ Timeline
Call to order & Approval of Minutes	There were no further comments on the minutes for January. Motion to accept made and seconded. This special meeting to finalize lease mailing conversion from snail mail to electronic. Since there was a quorum, this meeting took the place of the regularly scheduled February 10 meeting. Next scheduled meeting is March 9 7:15pm.	Approved by unanimous vote. Steve: Post January minutes on bulletin board and on website.
Treasurer's Report	Expenses this period: \$0. No Revenue. Carryover: Travis confirmed that CCRA paid 3 checks to SRPCG (October 27 2018, April 3 2019, May 11 2019). Travis had previously provided our bank statements for November – April, the months after Joan's exit. Steve attempted to reconcile. April 3 deposit doesn't appear on bank statement. Carryover: Discussed building up a reserve of at July 2018 meeting, writing grants for big expenditures such as plumbing, shed repair (Mike volunteered Cecily).	All: All reimbursement forms should be sent to Gino Insana and cc the Steering Committee. Gino will send reimbursement forms and receipts to Travis. Steve: Follow up with Travis to reconcile and establish quarterly payment schedule (Michele had suggested first of January, April, July, October).
New Business	CCRA: Susan reported FSRP asked if give-away trees can be delivered inside the east gate and temporarily stored there against the fence across from plot A-1. They did this last year. Approved. Annual Meeting: Thursday March 19 7pm. Katie confirmed Brenda Sullivan as speaker (topic tbd), and confirmed with Trinity Church venue, tables, cloths.	Susan: Coordinate delivery with nursery and make sure trees are out before April 4 Spring Work Day. Katie: Confirm Education Program.

	<p>Shaded Plots: After their first season, gardeners routinely request transfer from shady plots J1, G1, H1. Maja and Susan met with John Studdy of Bartlett Tree Experts at the garden. After Steve reported that our recent bank statements shows a balance of approx. \$16,000, motion made, seconded, and unanimously approved to contract with Bartlett Tree to prune: East gate area trees @ \$1400 South gate area trees @ \$1400 And to ask FSRP and/or CCRA to reimburse all or a portion of the cost.</p> <p>Bartlett also proposes removal of a declining oak in the south west area at \$645 which can wait. Defer to FSRP.</p>	<p>Susan: Coordinate with John Studdy of Bartlett and Scott Farrington to be there on pruning day so they can discuss Parkside Planting pruning tips.</p>
Committee Reports	<p>Plot Assignments: John reported 66 now on waiting list. Approved going live with electronic mail. Decided no need for \$120 year Adobe signing package. Cover email to instruct gardeners who are uncomfortable with e-signing/paying to contact John for snail mail package. Big thanks to John and former gardener Natan who is provided needed code writing expertise. Separate email copy needed to send to new gardeners.</p> <p>Maja reported 13 lottery plot requests received. Natan asked to added. This is a good number of requests, will continue promoting to raise awareness of the garden.</p> <p>Plot Use: Al has resigned from the committee due to scheduling conflicts, particularly with meetings moved to Mondays. Pat has stepped up to take over this important role. Thanks Pat! Carryover: Al reported by email that D1 is clear. Other plot holders with mint, low soil level have not responded. Pat has volunteered to take over</p> <p>City Harvest: No report.</p>	<p>Steve: Write cover email draft.</p> <p>Maja: Follow up with Natan. Steve: Post in FSRP, SWCC, Markward facebook groups.</p> <p>Pat: Follow up with plots that need attention.</p>

	<p>Facilities: Mike reported. All wagons are oiled. Cistern leaks. Linda shared combo for electric box lock.</p> <p>Chores: No report.</p> <p>Work Day: Jerry asked by email when he should order city and Primex compost, and suggested we could discuss at March meeting. Carry over: Three plot holders missed 2 work days B2E, D1, C2. Discussed offering their plots/ removing names from waiting list. work. Ivy removal can be a Spring Work Day task (see Parkside Plantings below). Carry over: Gloria Day work day education Fall Garden Management program .</p> <p>Committee approved changing gardener commitment rule from 3 mandatory work days, and optional annual meeting attendance to choice 3 out of 4 (3 work days no annual meeting attendance, OR 2 of 3 work day plus annual meeting attendance).</p> <p>Parkside Plantings: Discussed replacing ivy along the walkways with less invasive and more aesthetic plants (eg lavender, thyme, rosemary). Can be done one section at a time. Plant plum tree (ordered by Mary Lou) for north side of main walkway as pollinator for existing plum to plant in March.</p> <p>Website/Email/Facebook: Steve keeping website updated. All emails from Steering Committee go through John who sends through Wild Apricot, with Steve and Linda as proof readers. Katie posts activities on Facebook.</p> <p>Community/Children Events: No report.</p>	<p>Mike: Have Frankie of John Bee Plumbing address cistern leak when water turned on in spring.</p> <p>Jerry: Add ilex pruning as a spring work day task. Follow up with delinquent gardeners with Fall Work Day make up assignments. Maja: Coordinate a March pruning day with Scott and offer as a work day substitute to Jerry's list.</p> <p>Steve: Post Gloria Day's handouts on the website.</p> <p>Steve: Post revised Guidelines and Rules on website and provide for John to include in lease packet mailing.</p> <p>Mike: Draw plan.</p> <p>Mary Lou: Dig hole for plum to be planted in March.</p> <p>Steve: Add 2018 Spring, 2019 Spring, Summer, Fall, work day photos. Post Guidelines and Rules and 2020 calendar.</p>
	<p>Next Steering Committee Monday, March 9, 2020 7:15pm.</p>	<p>All: Think about prospects for the Steering Committee.</p>

Approval by Steering Committee **MONDAY March 9, 2020.**