

Schuylkill River Park Community Garden Steering Committee Meeting Minutes

Markward Recreation Center

Tuesday, January 7, 2020 7:00- 8:15 PM

Minutes Submitted by: Steve Slaterbeck (H-6)

Present: Maja Bucan (J-9), Lillian Cohen (E-2), Mike Kihn (B-1 , Pat Rohlfling(G-1), Steve Slaterbeck (H-6), Katie Tremont (A-1), John Wagner (K-3), Linda Zaimis (K-5) , and Cricket Brosius (D-4),

Not Present: Jerry Faich(I-1), Mary Lou Gross(I-2), Gino Insana (A-2), Al Kelman(J-8), Susan Kahn(J-6) CCRA representative

Recorded by Steve Slaterbeck, Secretary. Approval by the Steering Committee Monday, February 3, 2020 (special meeting)

Agenda Item	Discussion	Action/Responsible Party/ Timeline
Call to order & Approval of Minutes	There were no further comments on the minutes for December. Motion to accept made and seconded. Group agreed to change meetings to second Mondays at 7:15pm. Next scheduled meeting is February 10.	Approved by unanimous vote. Steve: Post December minutes on bulletin board and on website. Steve: Post 2020 calendar 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 Katie Tremont and cc the Steering Committee. Katie 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: No report. Annual Meeting: Thursday March 19 7pm. Katie confirmed Trinity Church venue, tables, cloths.	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 Study of Bartlett Tree Experts at the garden. Discussed shade study and John's suggestions for pruning and other improvements. John sent Susan an estimate of approx. \$1400 for east gate area trees, \$1400 for south gate area. He also proposes removal of a declining oak in the south west area at \$645.</p>	<p>Steve: Bartlett sent proposal to Susan. Follow up with Susan. Susan: Request funds from CCRA-FSRP</p>
Committee Reports	<p>Plot Assignments: John reported 70 now on waiting list. This would be the first year we've sent leases electronically. John raised concerns about signature and payment and is working with Travis and former gardener Natan who is providing needed code writing expertise. Proposed 2 payment options: Email with contract w/ link to sign and pay electronically, and option to print and snail mail contract along with check. To implement electronic signature, Travis suggested we purchase an Adobe program at \$150/year. John prepared 2020 calendar to be included with lease packet.</p> <p>Maja reported 14 lottery plot requests received. Of those 2 were ineligible, so we're at 12. Discussed other ways to promote.</p> <p>Plot Use: Plot B2E sent two CCRA dues reminders, and has not been actively gardening. Al reported by email: Outgoing gardener removed the tree removed from D1. Other plot holders with mint, low soil level have not responded.</p> <p>City Harvest: Linda reported: Added 5 lbs of cabbage since last month to bring total to an all-time season record 1550 pounds.</p> <p>Facilities: Mike reported. All wagons are oiled. Cistern leaks. Linda shared combo for electric box lock.</p>	<p>John: Discuss and group will resolve at February meeting.</p> <p>John: Send Steve calendar to post on website.</p> <p>Lillian: Provide template for Maja. Maja: Ask Travis to put in CCRA newsletter making it clear that these plots are for non-CCRA members. Post at Rittenhouse Hardware and Rival Brothers. Steve: Post in FSRP, SWCC, Markward facebook groups.</p> <p>John: Send letter to relinquish plot as there are 70 on the waiting list.</p> <p>Mike: Have Frankie of John Bee Plumbing address cistern leak when water turned on in spring.</p>

	<p>Chores: No report.</p> <p>Work Day: 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>Carryover: Regarding changing gardener commitment rule for next year 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). This would require change to Guidelines and Rules, and approval by the Steering Committee.</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. Plum tree for north side of main walkway. Mary Lou reported by email, Order dwarf plum 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>Jerry: Add ilex pruning as a spring work day task. Follow up with delinquent gardeners with Fall Work Day make up assignments.</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, February 10, 7:15pm.</p>	<p>All: Think about prospects for the Steering Committee.</p>

Approval by Steering Committee **MONDAY February 3, 2020 (special meeting).**