

Schuylkill River Park Community Garden Steering Committee Meeting Minutes

Markward Recreation Center

Tuesday, March 5, 2019 7:00- 8:15 PM

Minutes Submitted by: Steve Slaterbeck (H-6)

Present: Lillian Cohen (E-2), Jerry Faich(I-1), Mike Kihn (B-1), Al Kelman(J-8), Steve Slaterbeck (H-6), Katie Tremont (A-1), John Wagner (K-3),Linda Zaimis(K-5), and Barbara Halpern CCRA representative, Pat Rohlfing prospective committee member(G-1)

Not Present: Mary Lou Gross (I-2)

Recorded by Steve Slaterbeck, Secretary. Approval by the Steering Committee April 2, 2019.

Agenda Item	Discussion	Action/Responsible Party/ Timeline
Call to order & Approval of Minutes	There were no further comments on the minutes for February. Motion to accept made and seconded.	Approved by unanimous vote. Steve: Post February minutes on bulletin board and on website.
Treasurer’s Report	<p>Mary Lou, who will walk invoices to Travis and administer incoming checks, provided by email, a 2019/2020 Annual Budget draft. Katie will handle financial reporting responsibility for now. John suggested at last meeting that Mary Lou set up separate Treasurer email address for receiving invoices and reimbursement forms.</p> <p>Carryover: Discussed building up a reserve at July meeting, writing grants for big expenditures such as plumbing, shed repair (Mike volunteered Cecily).</p>	<p>Katie: Complete Mary Lou’s Annual Budget and send to Steve to include in the Annual Meeting Agenda handout for March 21 Annual Meeting.</p> <p>Steve: Send Katie template for monthly Financial Report.</p>
New Business	<p>CCRA: Barbara announced “Celebration of Center City Living” Casino night on May 9, 6-10pm at Philadelphia Ethical Society. CCRA executive meetings are held the same day as ours so Barbara will have to relinquish CCRA garden rep to another CCRA member. Maggie Mund, new CCRA president will attend our Annual Meeting.</p> <p>Emailing Gardeners: Until now we had been emailing gardeners using icontact, with Steve responsible for the 2018 season. With list conversion to CCRA’s Wild Apricot, John continues to investigate sending emails through that system, eliminating our need for icontact.</p> <p>New committee member: The committee unanimously approved Pat Rohlfing as our newest committee member. Welcome Pat!</p>	<p>Barbara: Ask Andy Nicolini to replace her.</p> <p>Steve: Add Maggie’s introduction to the Annual Meeting Agenda.</p> <p>John and Steve: Determine protocol for sending emails going forward.</p>

<p>Committee Reports</p>	<p>Plot Assignments: John reported leases and fees received for most member plots. He is following up with the remaining plot holders. Received full payment for shared plot from a single gardener. Lillian reported 7 lottery plot requests received. Drew names out of a hat. Members on the wait list be sent email for the 10 first come first serve wait list plots.</p> <p>Plot Use: All plots cleared.</p> <p>City Harvest: Linda attended the PHS Annual Meeting, which was postponed one week due to snow, from the original date of Feb 20th to the 27th. PHS provided her with seeds at the annual meeting. Linda volunteered at Bartram’s Garden, planting pepper and eggplant seeds.</p> <p>Facilities: Ted Reed sharpened hedge trimmers. Mike suggested we include tool cleaning session at new gardener orientation. Mike raised a concern of plumbing in the vicinity of the proposed French drain.</p> <p>Chores: Katie taking over, with Linda’s guidance.</p> <p>Work Day: Spring Work Day is April 6th 9a-1p. Sign in no later than 9:30. Education program, “Herbs” by Edwin McFarland, will begin at 11a and food will be served then.</p>	<p>John: Follow up with stragglers.</p> <p>Lillian: Send lottery plot leases and follow up with lottery plot winners. Steve: Send John 2018 tomato plot offer letter. John: Email wait list tomato plot offer mid-March. Lillian: Collect leases and \$15 fee from each tomato plot holder.</p> <p>Steve: Provide Mike with contact info for John Bee Mechanical. Mike: Meet with Frankie of John Bee to discuss.</p> <p>Katie: Create and administer sign-up sheet at Annual Meeting.</p> <p>Jerry: Manage sign-in and work assignments as needed. Mike: Assist Jerry with sign-in and assignments.</p> <p>Katie: Send Edwin’s bio to committee; negotiate honorarium. Steve: Bring hot dogs, veggie burgers, chips, condiments. All: Think of an alternative to <i>bottled</i> water. Jerry: Order 4 cubic yards of compost and arrange for delivery before April 6.</p>
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	<p>Parkside Plantings: Mary Lou and wait list gardener Scott Farrington have pruned mums and begun prepping for spring. They will manage work day projects to include installing Belgian blocks at northeast border where mud is an issue.</p> <p>Website/Email/Facebook: Steve keeping website updated. Katie assuming facebook admin from Joan.</p> <p>Community/Children Events: Annual Meeting Thursday March 21 7 pm with setup at 6:30pm.</p> <p>Tentative Ladybug Release Party date is Saturday, May 11, 11 am.</p>	<p>John/Mary Lou: Scatter Epson salts around rose bushes in spring.</p> <p>Steve: Add Fall Work Day photos. Katie: Post Annual Meeting announcement on Facebook.</p> <p>Steve: Finalize Annual Meeting Agenda. Katie/John: Ask Scott Poethig if he has any a/v needs for tomato presentation. Katie: Finalizing contract with Trinity.</p> <p>Katie: Discuss with former gardener Jacoba Zaring, who may volunteer to manage again.</p>
	<p>Next Steering Committee Tuesday, April 2, 7pm.</p>	<p>All: Think about prospects for the Steering Committee.</p>

Approval by Steering Committee April 2, 2019.