

Schuylkill River Park Community Garden Steering Committee Meeting Minutes

Markward Recreation Center

Thursday, December 6, 2018 7:00- 8:30 PM

Minutes Submitted by: Steve Slaterbeck (H-6)

Present: Jerry Faich(I-1), Al Kelman(J-8), Mike Kihn (B-1), Andy and Karen Nicolini(E-1),Steve Slaterbeck (H-6), Katie Tremont (A-1), John Wagner (D-4),Linda Zaimis(K-5), and Barbara Halpern CCRA representative

Not Present: Lillian Cohen (E-2), Mary Lou Gross (I-2)

Recorded by Steve Slaterbeck, Secretary. Approval by the Steering Committee pending for January 10, 2019.

Agenda Item	Discussion	Action/Responsible Party/ Timeline
Call to order & Approval of Minutes	There were no further comments on the minutes for November. Motion to accept made and seconded.	Approved by unanimous vote. Steve: Post November minutes on bulletin board and on website.
Treasurer's Report	No Treasurer's Report. The committee roundly expressed thanks for Joan Wells' service as treasurer, Facebook administrator, and as a valued member of the steering committee and the garden community. Discussed nominations for treasurer, and Katie has volunteered at the end of the meeting. Discussed building up a reserve at July meeting, writing grants for big expenditures such as plumbing, shed repair (Mike volunteered Cecily).	Katie: Follow up with Joan for specifics. Arrange to become signer, along with Travis at CCRA. Pay Rittenhouse Hardware invoice for purchases made by Jerry. Katie: Take on Facebook admin. Follow up with Joan. Steve: Answer steering committee emails as needed with Al as back up.
New Business	CCRA: Moving December 31 to 1900 Market Street Floor 8 19103. OneRiverside: A gardener observed OneRiverside routinely blowing leaves , weeds, and debris from their property on to the north garden pathway and adjacent plots.	Steve: Change address on web site. All: If you see this, go immediately to OneRiverside manager and report.
Committee Reports	Plot Assignments: John is working with Laurie to take over wait list administration. Thanks Laurie, for continuing work on this. Leases will be mailed by snail mail as before. Barbara will be out of town through February. Barbara and John are working with Travis to convert the database to CCRA's Wild Apricot, with a goal of electronic mailing, signing, paying leases for the 2020 season . They've added fields (lease expiration dates, plot sizes and plot #s, etc) so that we will be able to work off of CCRA list, since all gardeners are CCRA members. They're also:	John: Manage lease mailing in January. Continue meeting with Laurie to get up to speed on waiting list administration. Jerry: Review Steve's edits to Guidelines and Rules. and then Al will have a pass before finalized for lease mailing.

	<p>-Developing online payment system for annual plot fees via PayPal. -Creating leases and other annual renewal documents in a digital format to reduce/eliminate snail mail correspondence. -Looking into digital signing capabilities for annual leases (VeriSign or other), in order to reduce paper document storage (CCRA has no room). Barbara suggested codifying rules for plot-sharing.</p> <p>There are 67 names on the Waiting List as of October 11.</p> <p>Plot Use: Gardeners in their last season may have extension no later than December 31 if they're growing fall vegetables. All gardeners should tidy up and dispose of tomato plants, and remove plantings as they die.</p> <p>City Harvest: Linda reported this year's total to date, 1,164 pounds, compared to 1,403 pounds this time last year. Katie suggested Jr. League has a bit left in budget to help support 2019 efforts. Jr. Leaguers also enjoyed helping this year and would like to offer assistance weeding/planting, etc for 2019.</p> <p>Facilities: Mike reported. Suggested installing French drain by east faucet, as a Spring workday chore. Junior League can assist with French drain project in spring. Katie may be able to get funds from JLP to cover the cost.</p> <p>Mike and Jerry met with Emma to donate 25 tools to Cobbs Creek Garden, and organized the shed. No tools left to donate to FSRP at this time. Discussed briefing all gardeners at Spring Work Day use and cleaning of tools. Grill cover in tool shed.</p> <p>Chores: Katie will be taking over for Linda, Linda provided info to Katie.</p>	<p>John: Confirm rule for plot-sharing to be incorporated in Guidelines and Rules.</p> <p>Katie: Provide Steve with Lady Bug Release date so Steve can create final 2019 calendar by end of December.</p> <p>Al: Follow up with gardeners cycling out who have requested extension.</p> <p>Mike: Investigate where to purchase stones for French drain.</p> <p>All: Next time you're at the garden, check for grill cover and cover the grill.</p>
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	<p>Workday: Five gardeners have not satisfied Fall Work Day, and due for make up work to carry over into next year. As a makeup option, gardeners can participate in Love Your Park on Saturday, November 10th. Two gardeners arrived to sign in at 10:45 despite the 10 a.m. sign in deadline.</p> <p>Parkside Plantings: There are daff bulbs in the shed for planting outside the garden gate. Also Epson salts for scattering around rose bushes. Discussed standing water in the corner north of the east gate and responsibility falls outside the garden. Katie has bag of materials for labels/tags for plantings. Belgian blocks from Joan’s plot could be set aside to use for spring workday to create a border outside garden in areas where mud is an issue.</p> <p>Website: Steve keeping website updated.</p> <p>Community/Children Events: Need program for Annual Meeting and for Spring Work Day.</p>	<p>Jerry: Follow up with gardeners who have not satisfied their required Fall Workday commitment.</p> <p>All: Plant bulbs and scatter Epson salts.</p> <p>Steve: Ask Sean O’Rourke of FSRP to add to their chores.</p> <p>Steve: Meeting with Sally as needed.</p> <p>Katie/Al: Contact PHS to secure speakers. Katie: Finalizing contract with Trinity for annual meeting on March 21st. Time confirmed 7pm with setup at 6:30 pm. - our address to confirm with Trinity will be CCRA current address.</p>
	<p>Next Steering Committee Thursday, January 10, 7pm.</p>	<p>All: Think about prospects for the Steering Committee.</p>

Approval by Steering Committee pending for January 10, 2019