

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

**Location:** Hosted via ZOOM meeting

**Monday, June 8th, 2020 7:00- 8:00 PM**

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

**Present:** Cricket Brosius (D-4), Maja Bucan (J-9), Jesse Cohen (G-06), Lillian Cohen (E-2), Jerry Faich (I-1), Scott Farrington (C-5), Mary Lou Gross (I-2), Mike Kihn (B-1), Katie Tremont (A-1), John Wagner (K-3), Linda Zaimis (City Harvest Manager- non-voting member) and Susan Kahn (J-6) CCRA representative

**Not Present:** Gino Insana (A-2), Pat Rohlfing (G-1)

**Guest:** None

Recorded by Jesse Cohen. Approved by the Steering Committee on **Monday, July 13, 2020.**

Agenda Item	Discussion	Action/Responsible Party/ Timeline
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 May. Motion to accept made and seconded. <b>Next scheduled meeting is Monday July 13. 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 May minutes approved at this meeting to upload to website</p> <p><b>Jesse:</b> Distribute June meeting minutes to SC for review</p> <p><b>Steve:</b> Post minutes on SRPCG website when website issue is resolved</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>John and Gino are working to align all plot fee deposits</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> 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></p>	<p>Mike and Jerry have agreed to be co-chairs for the year going forward, with the recognition that there will be no specific extra responsibilities but rather can be the final decision makers or assist with trivial decisions that need not wait until the following meeting.</p> <p>Jerry and Mike were unanimously approved for this position</p>

	<p>No new report</p> <p><b>SHADED PLOTS (Maja Bucan: <a href="mailto:bucan@penmedicine.upenn.edu">bucan@penmedicine.upenn.edu</a>)</b> No new report</p> <p>Lanternflies update: Jerry is coordinating with an exterminator</p>	<p>Katie will respond to the several emails that are sent into to the steering committee each month</p> <p>Transition to code yellow: As previously discussed SC will formulate email to inform all gardeners that they are welcome to use the picnic tables on a first come first-come basis while practicing social distancing otherwise no change in our policies. Parks and Recreation guidance may require change in our WorkDay</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 54 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</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>• Linda found someone who will take produce while normal pantries we donate to are closed</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>• New ball valve placed in the cistern water supply</li> <li>• Plummer asked to turn it on and off slowly to prevent back pressure</li> <li>• Several carts need to be replaced</li> <li>• Southwest corner of the park fence needs replacement, non-urgently</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>• Jerry is going to email those who have not completed work day quota – 8 ppl remaining</li> <li>• Will tentatively plan have informal work day July 11</li> </ul>	<p>Jerry, Cricket, Susan and Scott to look into alternative places to donate City Harvest</p> <p>Mike to order a few carts and assemble them in 3 weeks; as well as scuffle hoes</p> <p>John will help Jerry draft a notice of the July 11<sup>th</sup> work day, Katie to set up the Google Sheets to sign up for 8am-10am and 10am-12pm</p>

	<p><b>PARKSIDE PLANTINGS</b> (May 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)</p> <ul style="list-style-type: none"> <li>All the debris from the storms have been cleaned up</li> </ul> <p><b>COMMUNITY/CHILDREN’S EVENTS</b> (Katie Tremont: <a href="mailto:katie@srpcg.org">katie@srpcg.org</a>)  Deferred discussion: Ladybug release party will be postponed until further notice. Will try to hold in summer if possible, if not SC will consider other children’s event options for fall. Katie reported that LBP has been held in the past mid-summer so it should be fine in terms of releasing Ladybugs.</p> <p><b>COMMUNICATIONS – deferred discussion</b>  <b>Website:</b> Steve Slaterbeck took care of the website and it’s functioning well  <b>Web-based archive:</b> Jesse and Katie working with Steve to upload to google docs  <b>Bulletin board:</b> Jerry will update  <b>Facebook:</b> Katie manages and posts updates/events  <b>Responding to Emails to SC:</b> Katie will respond and triage emails as needed  <b>Wild Apricot:</b> All emails from SC go through John who sends through Wild Apricot, with Cricket as proof-reader.</p>	
	<p><b>Next Steering Committee Monday, July 13, 2020 7:00pm.</b></p>	<ul style="list-style-type: none"> <li>John will volunteer to lead the next meeting, and Jesse will take minutes for the next meeting at least.</li> </ul>