

**Schuylkill River Park Community Garden Steering Committee Meeting Minutes**

**Markward Recreation Center**

**Tuesday, April 2, 2019 7:00- 8:00 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), and Linda Zaimis(K-5)

**Not Present:** Mary Lou Gross (I-2), Pat Rohlfing(G-1)

Recorded by Steve Slaterbeck, Secretary. Approval by the Steering Committee May 7, 2019.

Agenda Item	Discussion	Action/Responsible Party/ Timeline
Call to order & Approval of Minutes	There were no further comments on the minutes for March. Motion to accept made and seconded.	Approved by unanimous vote. Steve: Post March minutes on bulletin board and on website.
Treasurer’s Report	<p>Katie reported: Expenses this period: Rittenhouse Hardware (rose tone, poly tone, bulb tone, blue tarp) \$113.92 and for supplies \$34.14; Ed McFarland (Honorarium for work day Herb class) \$75; Trinity event \$275; Tool sharpening Ted Reed \$105.98; Primex compost \$328.60. Second signature discussion. Quarterly payment of \$500 from CCRA?????</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>	Steve: Create February and March Financial Reports. John: Provide Steve with revenue for January, February, March.
New Business	<p><b>CCRA:</b> Barbara reported by email: Found a highly qualified CCRA liaison to replace her. To be announced after Executive Committee approveal. Liaison should be in place by next month. CCRA events: Debate Wed., 4/3 Kenyatta Johnson vs. Lauren Vidas. Celebration of Center City Casino Night, honoring Gov. Ed Rendell on Thurs., 5/9.</p> <p><b>Emailing Gardeners:</b> 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 will send emails through that platform.</p>	Linda and Steve: Proof John’s emails before he sends.

	<p><b>New committee member:</b> Steve spoke to Maja Bucan who expressed interest in joining the committee.</p>	<p>Steve: Invite Maja to May meeting.</p>
<p>Committee Reports</p>	<p><b>Plot Assignments:</b>  John reported leases and fees received for all except one plot holder, who is a new gardener. He is following up with the remaining plot holders.  Lillian reported lease and fee received for all but 3 tomato plot holders. Final new gardener orientation is 8:30 Saturday, preceding Work Day.</p> <p><b>Plot Use:</b> All plots clear.</p> <p><b>City Harvest:</b> Linda reported 29 gardeners to date have signed up to host a tomato, pepper, or eggplant plant. Last year 33 gardeners hosted. May recruit more hosts at Work Day.</p> <p><b>Facilities:</b> Steve reported estimate for replacing cistern valve \$400-500. Replacement approved. Frank of John Bee Mechanical will replace valve and turn on water Monday or Tuesday after Work Day. Mike purchased new wire brushes for tool cleaning. Brushes stored on shelf immediately to the right when you open shed door. Mike and Steve conducted tool cleaning sessions at last weekend's new gardener orientations.</p> <p><b>Chores:</b> Katie is keeping the chores work sheet for now, and emailing gardeners as reminder week before their respective chore week.</p> <p><b>Work Day:</b> Spring Work Day is April 6<sup>th</sup> 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 one plot holder.</p> <p>Lillian: Follow up with 3 outstanding tomato plot holders.  Steve: Conduct orientation.</p> <p>Linda: Bring City Harvest host sign-up sheet to Work Day.</p> <p>Steve: Contact Frank to schedule.  Steve/Mike: Meet Frank at garden for valve replacement, water turn on, and to discuss proposed French drain by the east faucet.  Mike: Conduct tool cleaning session at Work Day.</p> <p>Katie: Bring sign-up sheet at Work Day.</p> <p>Jerry: Manage sign-in and work assignments as needed, and bring name tags.  Mike: Assist Jerry with sign-in and assignments.  Steve: Bring water, as well as hot dogs, rolls, condiments, cups, napkins leftover from Fall Work Day . Ask Carol for a list of items needed for work days.  Linda: Shop for needed items. Bring items and gallons of water.  Al: Grill master.</p>

	<p><b>Parkside Plantings:</b> Big thanks to former gardener Joan Wells who will manage PP Work Day tasks and continue to be the lead for Parkside Plantings along with Mary Lou and wait list gardener Scott Farrington.</p> <p><b>Website/Email/Facebook:</b> Steve keeping website updated. Katie assumed facebook admin from Joan.</p> <p><b>Community/Children Events:</b> Good turn-out at Annual Meeting. Thanks gardener Scott Poethig for an informative Tomato presentation. 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 Work Day announcement on facebook.</p> <p>Katie: Contacted former gardener Jacoba Zaring, who has volunteered manage again. John: Send Lady Bug emails to gardeners as instructed by Katie. Steve: Send Lady Bug announcement to TPS.</p>
	<p><b>Next Steering Committee</b> Tuesday, May 7, 7pm.</p>	<p>All: Think about prospects for the Steering Committee.</p>

Approval by Steering Committee May 7, 2019.