

Schuylkill River Park Community Garden Steering Committee Meeting Minutes

Markward Recreation Center

Monday, March 9, 2020 7:15- 8:15 PM

Minutes Submitted by: Steve Slaterbeck (H-6)

Present: Cricket Brosius (D-4), Maja Bucan (J-9), Lillian Cohen (E-2), Jerry Faich(I-1), Mary Lou Gross(I-2), Gino Insana (A-2), Mike Kihn (B-1 , Pat Rohlfing(G-1), Steve Slaterbeck (H-6), Katie Tremont (A-1), John Wagner(K-3), Linda Zaimis (K-5) , and Susan Kahn(J-6) CCRA representative

Not Present: No one

Recorded by Steve Slaterbeck, Secretary. Approval by the Steering Committee Monday, April 13, 2020.

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. Next scheduled meeting is Monday April 13 7:15pm.	Approved by unanimous vote. Steve: Post February minutes on bulletin board and on website.
Treasurer's Report	Expenses this period: \$275 Trinity space rental. Revenue \$0 (No plot fees deposits appear in our March bank statement). 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 Gino Insana and cc the Steering Committee. Gino will send reimbursement forms and receipts to Travis. Gino: Follow up with Travis to reconcile and establish quarterly payment schedule (Michele had suggested first of January, April, July, October). Steve: Provide Gino with historic documents (eg Joan's monthly Financial Reports).
New Business	CCRA: Susan reported. There will be no FSRP give-away trees, so scratch last months request for temporary storage inside the east gate. Sean O'Rourke FSRP president asked to attend the Annual Meeting. Committee recommends it would be more useful if he attends the April Steering Committtee meeting.	Susan: Invite Sean to the April meeting.

	<p>Annual Meeting: Thursday March 19 7pm. Reviewed Agenda. Decided to forego welcome refreshments and education program due to covid-19 concerns and to keep meeting short and sweet. Katie hasn't heard from Trinity since they okayed our venue, tables, cloths reservation. Discussed Coronovirus Plan B to have virtual Zoom meeting instead of meeting at Trinity. Linda and Steve rotating out of SC after Annual Meeting.</p> <p>Shaded Plots: After their first season, gardeners routinely request transfer from shady plots J1, G1, H1. Bartlett Tree Experts billed \$2725 for pruning SRP: -East gate area trees -South gate area trees Bartlett agreed to a 10% discount if we contracted for both areas. Susan notified John Studdy of Bartlett that he forgot to include discount in the bill. He will issue another invoice with the discount. Thanks Susan for catching this! Gino should ignore the first invoice. Steve reported that when asked, Sean O'Rourke of FSRP said at a joint FSRP/Markward Advisory meeting that FSRP will reimburse SRPCG for a portion of that invoice amount, and to ask Susan. Susan wasn't aware of this. Bartlett also removed a declining oak in the south west area at \$645 and billed FSRP. Bartlett encouraged planting dwarf fruit trees.</p>	<p>Katie: Follow up with Trinity. Inform Brenda of program cancellation. Katie: Set up webinar at CHOP if necessary. Steve: Create Final Agenda</p> <p>Susan: Follow up with Sean for clarification.</p>
Committee Reports	<p>Plot Assignments: John reported 51 now on waiting list, similar number to last year. All plots assigned. Electronic lease mailing well received. Thanks John for making this happen! Maja reported 38 lottery plot requests received. That's the most ever. All lottery plots have been assigned.</p> <p>Plot Use: Some plots contain mint not potted. Fig tree throwing shade on adjacent plots.</p> <p>City Harvest: Linda reported first harvest of 2020 yielded 6 lbs of collards. While Linda is rotating out of the garden, and the Steering Committee, she'll continue to manage City Harvest, and to attend SC meetings as a non-voting member.</p>	<p>Pat: Follow up with gardeners whose plots need attention.</p>

	<p>Facilities: Mike reported. Water turn on after Annual Meeting. Also check cistern leak. Mike volunteered to clean cistern beforehand. Thanks Mike! Recommends AM Leonard for ordering tools.</p> <p>Chores: No report.</p> <p>Work Day: Jerry reported. Primex compost delivered. Group approved a second delivery ASAP. two deliveries from Primex, with first after Annual Meeting. Proposed staggering work day, to limit 10 gardeners per work session. New gardeners will be assigned to first session, with garden orientation to precede work. Bring your own water. No lunch or education program. Chore list includes ilex pruning, begin to eradicate ivy (can be done in stages, some now, some summer, some fall), scrape lantern bug egg masses, Neem oil suggested.</p> <p>Parkside Plantings: Carry over: 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. Plant plum tree (ordered by Mary Lou) for north side of main walkway as pollinator for existing plum to plant in March.</p> <p>Website/Email/Facebook: Steve keeping website updated, was able to post some photos (Spring 2019, Ladybug 2019) since last meeting. All emails from Steering Committee go through John who sends through Wild Apricot, with Cricket as proof reader. Katie posts activities on Facebook.</p> <p>Community/Children Events: No education program on Spring Work Day due to covid-19 concerns.</p>	<p>Mike: Arrange to meet with Frankie of John Bee Plumbing.</p> <p>Jerry: Organize work day session assignments with John.</p> <p>Maja: Coordinate a March pruning day with Scott and offer as a work day substitute to Jerry's list.</p> <p>Mike: Draw plan.</p> <p>Mary Lou: Plant plum tree beginning of April.</p> <p>Steve: Add 2019 Summer, Fall, work day photos. Post 2020 Plot assignments and new Wait List on website and shed.</p>
	<p>Next Steering Committee Monday, April 13, 2020 7:15pm.</p>	<p>All: Think about prospects for the Steering Committee, particularly for Secretary.</p>

Approval by Steering Committee **MONDAY April 13, 2020.**