

Schuylkill River Park Community Garden Steering Committee Meeting Minutes

Markward Recreation Center

Thursday, October 11, 2018 7:00- 7:45 PM

Minutes Submitted by: Steve Slaterbeck (H-6)

Present: Lillian Cohen (E-2), Al Kelman(J-8), Mike Kihn (B-1), Andy/Karen Nicolini (E-1),Steve Slaterbeck (H-6),
Katie Tremont (A-1),Linda Zaimis(K-5)

Not Present: Gerry Faich(I-1), Mary Lou Gross (I-2), Joan Wells (H-2), and Barbara Halpern CCRA representative

Recorded by Steve Slaterbeck, Secretary. Approval by the Steering Committee November 8, 2018.

Agenda Item	Discussion	Action/Responsible Party/ Timeline
Call to order & Approval of Minutes	There were no further comments on the minutes for September. Motion to accept made and seconded.	Approved by unanimous vote. Steve: Post September minutes on bulletin board and on website.
Treasurer's Report	Joan reported by email. Expenses this period: Rittenhouse Hardware (contractor bags and mosquito dunks) \$66.12; Fly trap attractant refill \$17.02; Bank Fee \$5.00. Revenue this period: none. Discussed building up a reserve at July meeting, writing grants for big expenditures such as plumbing, shed repair (Mike volunteered Cecily).	
New Business	CCRA: No report. OneRiverside: A gardener observed OneRiverside routinely blowing leaves , weeds, and debris from their property on to the north garden pathway and adjacent plots.	All: If you see this, go immediately to OneRiverside manager and report.
Committee Reports	Plot Assignments: Laurie, who continues to do a stellar job administering the waiting list, reported by email. Barbara and Laurie met with Travis at CCRA. Goals and topics discussed: 1. Streamline the number of lists maintained and data entry points to improve accuracy and modernize the process. 2. Improve garden presence on CCRA site by adding a landing page and link to SRPCG site. 3. Develop online payment system for annual plot fees via PayPal. 4. Create leases and other annual renewal documents in a digital format to reduce/eliminate snail mail correspondence. 5. Look into digital signing capabilities for annual leases (VeriSign or other) 6. Reduce paper document storage - CCRA needs to reduce the quantity of SRPCG paper docs on file.	Katie: Meeting with Laurie and Barbara to get up to speed, in order to take on waiting list administration.

	<p>CCRA maintains a database of all members. SRPCG gardener or waiting list participant, one must be a CCRA member and are thereby already listed in the database. Using this as a foundation and adding necessary garden data as needed (lease expiration dates, plot sizes and plot #s, etc). It appears the SRPCG List Manager will have the opportunity to use the CCRA database for list maintenance and in the future, other Steering Committee members will also be able to move towards using it for email broadcast communications. Barbara suggested reducing lease language before we digitize the process.</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 1 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, 1104 pounds, compared to 1,220 pounds this time last year. Great job Linda!</p> <p>Facilities: Mike reported. Suggested installing French drain by east faucet, as a work day chore. Discussed donating excess tools in an effort to keep a more organized work shed.</p> <p>Karen has scheduled Don Shump of Philadelphia Bee Company to our November meeting to explore possibility of starting a beehive in the garden vicinity. If we move forward suggested have him speak at the annual meeting to educate gardeners on vegetation that could help local bees and other pollinators.</p> <p>Chores: Linda emails to gardeners the week before assigned chore week.</p> <p>Workday: Fall work day icontact to stress work day start hours. All gardeners, including those cycling out this year, are required to fulfill work day requirement. Pay particular attention to overgrown ENE area of garden on work day. Gravel to be ordered for Spring.</p>	<p>Al: Send email to gardeners who are cycling out. Steve: Include tidy up reminder in workday icontact.</p> <p>Mike: Investigate where to purchase stones for French drain. During work day, determine what tools may be donated. Steve: Ask Sean at FSRP if they would be interested in receiving rakes and other tools as a donation, suggest they could store in the dog park shed.</p> <p>Karen: Follow up with Don Shump.</p> <p>Steve: Send icontacts workday reminders Jerry: Create list of work for the day.</p>
--	--	--

	<p>Parkside Plantings: Katie, Joan swept up outside the gate. Sean O'Rourke of FSRP, agreed to meet with Joan and Mike on site to discuss coordinating, funding, and options for grass planting outside the garden gate at 25th Street.</p> <p>.</p> <p>Website: Steve keeping website updated.</p> <p>Community/Children Events: Lillian kindly volunteered to host 50 Princeton Day School kids over 2 shifts on Friday, October 5. The teacher was thrilled with the visit! Katie secured speaker for November 3 workday. Elizabeth Daily of PHS will give 30 minute talk at 11:30 about Preparing Soil for Winter/Cold Weather Crops.</p>	<p>Steve: Meeting with Sally as needed.</p> <p>Katie: Follow up with Elizabeth regarding time and honorarium.</p>
	<p>Next Steering Committee Thursday, November 8, 7pm.</p>	<p>All: Think about prospects for the Steering Committee.</p>

Approval by Steering Committee November 8, 2018