

Master Gardener Steering Committee Meeting Minutes

6.10.2020	07:00PM	Master Gardener Steering Committee Meeting Location: Johnson Co. Extension -WebEx Virtual meeting
Attendees	<p>(16/22 Quorum-Yes) Present: Jackie Wellborn, Beth Fisher, Doug Geraets, Carolyn Murphy, Linda Schreiber, Chris Sedrel, Sharon Jeter, Jean Holzhammer, Darlene Clausen, Emil Rinderspacher, Esther Retish, Michael Hesseltine, Joan Dinnel, Mike Murphy, Vickie Siefers, Ann Tvedte,</p> <p>Not Present: Barb Krug, Alice Linhart, Lavon Yeggy, Cindy Parsons, Barb Schintler, Pat Kealy, Betty Kelly, Joanne Leach, Marilou Gay, Melanie Hauptert</p> <p>Others Present: Shannon Bielicke, Melissa Serenda, Amanda Baker</p>	
Secretary's Report:		
<p>Minutes from last meeting approval. Available online. Corrections to last month's minutes. Mike Murphy was present, and Doug should be listed as a co-leader of the Educational Sunday project.</p>		
Treasurer's Report:		
<p>Report: Jean Holzhammer– Plum Grove: \$1,809.53 Balance General: \$11,255.23 Balance Butterfly Garden: \$2,397.87 Balance Reimbursement Requests:</p> <ul style="list-style-type: none"> • Receipts that will be paid during the month of June: Linda Schreiber, MG General Downtown City Gardens, plant material \$228.76 + 191.10 = \$419.86. • Receipts still coming and not yet turned in: Sharon Jeter, MG General Downtown City Gardens, plant material & Marge Jenson, Mulch • Sharon Jeter has \$175 to be turned in as income MG General, Plant Sale from selling plants online. 		
Old Business		
Discussion	SignUp Genius Survey	
<p>Survey was complete and contact lists were sent to the project leaders. Please reach out to those that signed up. Michael has received a lot of help with Ecumenical Towers from this list and has determined that for now is ok as a single project leader but would accept a co-leader if anyone is interested. Ann Ruppenkamp has stepped up as co-leader of the Demo Garden.</p>		
Discussion	Upcoming events	
<ul style="list-style-type: none"> • None at this time. 		

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New Business	
Discussion	Additional Notes:
<ul style="list-style-type: none"> Parameters for working on garden projects. BE EXTRA CAREFUL and AWARE. No more than 10 people that can stay 6 feet apart. Most gardens are not big enough for 10 people to stay that far apart so 1-3 people is a better guideline. Coordinate with each other on who will be where when so that you don't bump into each other. Make sure you are communicating with the project leader so they can let others know when you will be in the garden. Use your own tools. Do not share and make sure to wipe things down. Wear masks especially if you could be potentially crossing paths with someone. Be aware and considerate of others. Stay home if you are sick. And do not feel obligated to volunteer. You don't know all of who they are in contact with in their lives and we want to do our best to keep everyone safe. REPORT your hours PROMPTLY, please. Project leaders please keep track of those that have been working with your projects. Individuals need to report their hours promptly into the online system to track participants in case that information is needed for notifications by authorities. 	
Discussion	Additional Notes:
<ul style="list-style-type: none"> Johnson County Fair & State Fair: State Fair public events have been cancelled. They are review any possible options for 4-Her's. JCMG projects for the Johnson County Fair including Butterfly house, Demo Garden, Attended Displays, Scarecrow Contest, & Buckets of Flowers have been cancelled due to the cancellation of Johnson County Fair public events. 2020 Fall JCMG training: Yes, we are still making plans for a 2020 Fall Master Gardener training course. Please encourage potential Master Gardeners to sign up on the state webpage. Information can be found at www.extension.iastate.edu/johnson/news/how-become-johnson-county-master-gardener Shannon is coordinating a program that will be fully online however we will still have a quality program and adapt as the time comes. If they sign up on the state webpage they are not obligated to participate. It just gets me their information so I can keep them informed once time gets closer. Suggestions for class sessions were discussed including WebEx/Zoom classes, Scavenger Hunt on own to find clues at the JCMG projects, Weed ID, video tours & prerecorded (or by Zoom) Speaker's Bureau presentations (example: Succulents by Chris Sedrel), & Hortline quiz. Potential for a Harvest Potluck or Gathering: Too early to schedule and food events will most likely not be allowed through later this year. Submission of Garden Donations to pantries: Sharon is going to contact pantries to get updated donation acceptance information then Shannon will send out the donation tracking sheet with information to encourage donations. Review of JCMG Bylaws to make sure we are looking ahead.: Keep reviewing the calendar to stay on track and plan for next year. Project leaders were asked to submit small updates prior to the monthly meetings to be used for meeting minutes and that can be adapted for updates in the Thymes newsletter. Round table discussion will still be had during the Steering meetings. These notes are meant to help streamline conversation, provide accurate notes in the minutes & newsletter to keep all of the JCMG population up to date. JCMGs that don't attend the steering committee meetings get their updates from the Thymes and would find this helpful. 	

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Discussion	Date for Next Meeting: July 8, 2020 or as schedule allows.
Discussion	Thymes Deadline: June 26, 2020

Committee Reports

Attended Displays: Chris Sedrel, Jackie Wellborn- Nothing scheduled yet, but Chris is working on organizing smaller containers of publications for easier transportation.

Butterfly House at Fairgrounds: Carolyn Murphy, Mike Murphy – Carolyn said the Fairboard is responsible for mowing the hoop house area. Sharon is going to check in with them to ask that they keep it on their maintenance plan. Carolyn said the doors etc. were painted last year.

Coralville Historical School House: Cindy Parsons, **Recruiting new co-leadership.** – No additional report.

Demo Garden: Sharon Jeter, Anne Ruppenkamp – Demo garden almost all planted & mulched. Fairgrounds have been mowing. Just the herb & edging needs cleaned up.

Downtown City Gardens: Linda Schreiber- A generous donor provided five flats of annual flowers that have been planted in several gardens around the city. In addition to longtime Master Gardener volunteers, Kristin Ho and Michael Kammerersmith, and a public volunteer Harriett Echternacht, several new volunteers have joined our roster including Anne Atkins, Laura Bonifazi, Helene Donta, Sandy Gannon, Connie Goeb, Jean Holtzhammer, Melissa Serenda, and Joel Wells. They have helped weed gardens, deadhead flowers and survey our gardens in the downtown area.

Ecumenical Towers: Michael Hesseltine, **Recruiting new co-leadership.** – No major projects this year. Will be asking the project volunteer short list to help with battling back the creeping charlie. Wants to redefine borders. Some downtown city garden volunteers helped with deadheading.

Fairgrounds Beautification:

- *Rain Garden* - Lavon Yeggy – Chris said that the garden is looking better and will be working to add patio blocks.
- *Fair Grounds Flower Beds* – Joan said they are in need of Cannas in front of building C. Sharon said she might have some for her. Volunteers are working to get the grounds cleaned up. A new volunteer has offered to plant and take care of the cattle trough planting containers.

Firefighters' Memorial: Barb Schintler- No additional report.

Fundraising/Flea Market: Emil Rinderspacher, Darlene Clausen- Interested in doing fundraising by plant sales online like IC Gardeners including Iris, Peonies, bulbs and other items that are good for Fall transplant. Bring ideas to the July meeting. Will do a write up for the Thymes requesting people to start planning/gathering plants for next year. Might start utilizing Zoom meetings for more subcommittee meetings. Chris suggested fall plants would be good for a sale because they don't need to be potted up. Review Flea Market item needs.

Hortline: - Esther Retish– Still responding to questions by Gmail. In May they had 24 contacts including topics: general gardening, pests, Plant ID, Veggies, & Soils. Esther has reached out to Hortline volunteers to check in with them.

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Hospice Garden /Willow Creek Park: Melanie Hauptert- No additional report.

Steering Committee Chairs: Sharon Jeter, Doug Geraets- No additional report.

JCMG Educational Training: Linda Schreiber, Jackie Wellborn, Doug Geraets - No additional report.

Memorial Garden: Lavon Yeggy, Doug Geraets- No additional report.

Johnson County Fair / 4 - H Buckets of Flowers, Scarecrow: Lavon Yeggy & Vicki Seifer- No additional report.

Oaknoll Garden Project: Vicki Siefers, Deb Cassell – Vicki said Oaknoll is starting to do phased in activities. Currently JCMGs can visit by phone, email, & outside only with 6ft. social distancing in affect. She noted that Coralville pantry is accepting donations, but folks should research before going.

Plum Grove: Lavon Yeggy, Carolyn Murphy, Darlene Clausen, Betty Kelly, Joanne Leach- Chris said she will be needing help with posts in the wildflower garden. Darlene has been working with 2 interns in the Veggie garden, which is all planted, and lettuce has been harvested & donated. Flower gardens are being minimally maintained to conserve funds. Alex will notify the leaders when the grounds reopen.

Taste of the Heritage Garden Event July 8 CANCELLED, **Tomato Taste Event** August 30 CANCELLED

Raptor Center Gardens: - Alice Linhart, Ann Tvedte –Raptor Center is closed until August. Ann has been working on contacting new management to see if JCMGs could come and look at things. The gardens are mostly perennials & natives so gardens should be ok in the meantime.

Speakers Bureau: Jackie Wellborn- Senior Center requested participation in their virtual Garden Club meetings. Jackie will contact her short list to recruit more participation.

Social Events: –Beth Fisher, Lavon Yeggy- Library has been closed but has a lot of newspaper that can be used under mulch. Let her know if you need any.

Thymes: Doug Geraets, Melissa Serenda- Melissa created an email to send to the short list of volunteers. Doug is going to put together article formatting guidelines (style guide) including font & how pictures can be sent.

Treasurer: Jean Holzhammer- Note carried over as a reminder: Recommendation was to reevaluate the budget closer to July to be able to compare expenses versus need of fundraising. Please be cautious and frugal of your spending and repurpose as needed. No additional report.

Volunteer Hours/Secretary/Fall Training Course: Shannon Bielicke- No additional report.

Submitted by Shannon Bielicke, meeting was from about 7-8:30pm