

# Master Gardener Steering Committee Meeting Minutes

11.10.2021	07:00PM	Master Gardener Steering Committee Meeting Location: Johnson Co. Extension -Zoom Virtual meeting
<b>Attendees</b>	<p><b>(15/23 Quorum-Yes) Present:</b> Sharon Jeter, Doug Geraets, Darlene Clausen, Linda Schreiber, Chris Sedrel, Emil Rinderspacher, Esther Retish, Jean Holzhammer, Carolyn Murphy, Mike Murphy, Alice Linhart, Melissa Serenda, Doug Parsons, Vickie Siefers, Michael Hesseltine</p> <p><b>Not Present:</b> Cindy Parsons, Barb Schintler, Melanie Hauptert, Lavon Yeggy, Ann Ruppenkamp, Ann Tvedte, Jackie Wellborn, Beth Fisher</p> <p><b>Others Present:</b> Shannon Bielicke, Laurie Canady, Mary Hensley, Carl Hensley</p> <p><b>Others Not Present:</b> Betty Kelly, Joanne Leach, Marilou Gay, Amanda Baker</p>	
<b>Secretary's Report:</b>		
Minutes from last meeting approval. Unanimously approved.		
<b>Treasurer's Report:</b>		
<p>Report: Jean Holzhammer–</p> <p style="padding-left: 20px;"><b>Plum Grove:</b> \$1,249.27 Balance</p> <p style="padding-left: 20px;"><b>General:</b> \$8,797.92 Balance</p> <p style="padding-left: 20px;"><b>Butterfly Garden:</b> \$2,167.04 Balance</p> <p><b>Reimbursement Requests/Expenses:</b></p> <ul style="list-style-type: none"> <li>• Darlene Clausen, reimbursement requests \$42.36, JCMG <b>Plum Grove</b> funds, Plum Grove Garden straw.</li> <li>• Carolyn Murphy, reimbursement requests \$40.26, <b>Plum Grove Heritage Party, Tablecloths</b></li> <li>• Carolyn Murphy, reimbursement requests \$179.56, <b>Butterfly House, Tablecloths &amp; Magnets</b></li> <li>• Doug Geraets, reimbursement requests \$400, <b>MG General, Demo Garden, Sign</b></li> </ul> <p><b>Donations/Income:</b></p> <ul style="list-style-type: none"> <li>• None</li> </ul>		
<b>Discussion</b>	<b>Budget</b>	
<ul style="list-style-type: none"> <li>• 1876 School House Garden-As Needed</li> <li>• Attended Displays-As Needed</li> <li>• Butterfly House-\$400</li> <li>• Demo Garden-\$200</li> <li>• Downtown City Gardens-\$300</li> <li>• Ecumenical Towers-As Needed, Has a \$200 gift available for use.</li> <li>• Fairgrounds Flower Gardens &amp; Rain Gardens (combined)- \$150</li> <li>• Firefighter Memorial-As Needed</li> <li>• Hortline-\$200</li> <li>• Hospice Garden-\$200</li> <li>• Oaknoll Garden-As Needed</li> <li>• Plant Sale-\$1,000, Pots &amp; new signs, looking into a sponsor as well.</li> <li>• Plum Grove Garden-\$600</li> <li>• Plum Grove Taste of Heritage Party-\$600</li> <li>• Plum Grove Taste of Heirloom Tomatoes-\$200</li> <li>• Raptor Center-\$100</li> <li>• Speaker Bureau \$150</li> <li>• Steering Committee \$3,000 (includes \$2,000 for Scholarships)</li> <li>• Thymes \$200</li> <li>• Additional Notes: Linda will coordinate speaker's fees for Educational Sunday's. Sharon is working on a plan to do an event during Fair titled Chopped and will work on getting a sponsor. Both of these items will need to be reviewed by the office and presented to the committee for review before proceeding.</li> </ul>		

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Business	
<b>Discussion</b>	<ul style="list-style-type: none"> <li>Civil Rights Training- PowerPoint presentation was given and discussed.</li> <li>Budget Proposal for 2022- Set as listed above. Note: Any amounts over these amounts will need to be <b>pre-approved by the committee</b> or can be rejected.</li> <li>Steering Committee Officers- Doug Geraets Chair, Jean Holzhammer Treasurer, &amp; Vice-Chair position is open.</li> <li>JCMG Annual Membership fees- Johnson County Extension Council has approved to pay for background checks. The JCMG steering committee therefore voted unanimously to suspend the annual membership fee. Shannon will still send out membership letters to verify hours and contact information. Any remaining balance in the membership line will be used towards projects that support the JCMGs as a whole.</li> <li>Please turn in your year end Annual Project reports to Shannon for use on the website and promotion to the MG State office.</li> <li>Fall Class- Tree pruning workshop at the extension office, November 13, 2021 @ 1pm with Shannon and Patrick O'Malley.</li> <li>Report your hours by December 31, 2021</li> <li>Shannon is working with the new Healthy Food Access Specialist to come up with a plan to apply for the Growing Together Grant Fall 2022 for the year of 2023.</li> <li>We are hiring for a new OA position; we have hired a new 4-H CYC &amp; K-12 Coordinator.</li> <li>Core Project Review &amp; New Core Project Requests- To be discussed further in the future.</li> <li>Steering Committee Meetings to stay via Zoom for now.</li> <li>Phone have been down at the extension office but are being worked on. Have patience when using the office number and use Shannon's cell number as needed.</li> <li>A request will be emailed asking for data on produce donations for 2021. Will working on promoting Plant a Row &amp; tracking donation more in 2022.</li> </ul>
	<b>Additional Notes:</b>
	<ul style="list-style-type: none"> <li>None.</li> </ul>
<b>Discussion</b>	<b>Date for Next Meeting: January 12, 2022</b>
<b>Discussion</b>	<b>Thymes Deadline: November 26, 2021 (For Dec. &amp; Jan.)</b>

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## Project Reports

**Attended Displays:** Chris Sedrel, Jackie Wellborn- No additional report.

**Butterfly House at Fairgrounds:** Carolyn Murphy, Mike Murphy – Stocked up on supplies for the 10<sup>th</sup> Anniversary of the Butterfly House.

**Coralville Historical School House:** Cindy Parsons, Doug Parsons – **Recruiting new co-leadership.**

**Demo Garden:** Sharon Jeter, Ann Ruppenkamp, Chris Sedrel – Reconstruction, planted garlic, more dirt work is being done, & rock wall is being redone.

**Downtown City Gardens:** Linda Schreiber- No additional report.

**Ecumenical Towers:** Michael Hesseltine, **Recruiting new co-leadership.** – Thank you for help with Fall clean up for it went well. A good group showed up to move shrubs, mulch, & cut back perennials.

**Fairgrounds Beautification:** *Fair Grounds Flower Beds & Rain Garden* – Chris Sedrel & Lavon Yeggy – Cut back seed heads in the rain garden, dahlias have been dug up, & things are looking good.

**Firefighters' Memorial:** Barb Schintler- No additional report.

**Fundraising/Flea Market:** Emil Rinderspacher, Darlene Clausen- No additional report.

**Hortline:** - Esther Retish– Hortline folks are doing well and in the office on Wednesdays AM or PM depending on individual's schedules.

**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 – No additional report.

**Plum Grove:** Lavon Yeggy, Carolyn Murphy, Darlene Clausen, Betty Kelly, Joanne Leach- Roses are put to bed, will work in fences next year, hoping to have both events next year, & the veggie garden was extended to include Fall crops.

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**Raptor Center Gardens:** - Ann Tvedte, Alice Linhart–Had a workday on Saturday. Seeds were planted that had been collected by a new volunteer with the Raptor Center and was able to get a lot accomplished. Things are looking good and are working on future plans.

**Speakers Bureau:** Jackie Wellborn- No additional report.

**Social Events:** –Beth Fisher, Lavon Yeggy- No additional report.

**Thymes:** Doug Geraets, Melissa Serenda- No additional report.

**Treasurer:** Jean Holzhammer- 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.