

JCMG Steering Committee

Wednesday, January 11, 2023, 6:30 P.M., Hybrid Meeting

Minutes

1. Call to order 6:35 P.M. (15/24 Quorum - yes)

Doug requested that each attendee introduce themselves and share which project they represent.

Present: Doug Geraets, Chair

Jackie Wellborn, Vice-Chair, Yard and Garden Information

Jean Holzhammer, Treasurer

Melissa Serenda, Thymes

Lavon Yeggy, Plum Grove Gardens

Carolyn Murphy, Plum Grove Gardens, Butterfly House

Mike Murphy, Butterfly House

Linda Schreiber, Downtown City Gardens

John Weeg, Ecumenical Tower

Darlene Clausen, Plum Grove, Plant Sale & Flea Market

Beth Fisher, Social Events

Chris Sedrel, Demo Garden, Fairgrounds Beautification

Laurie Roehl, Demo Garden, Fairgrounds Beautification

Megan Garrels, Speakers Bureau

Mary Starry, Hortline

Absent: Sharon Jeter, Michael Hesseltine, Emil Rinderspacher, Esther Retish, Barb Schintler, Mary Hensley, Carl Hensley, Vickie Siefers, Deb Cassell, Melanie Hauptert, Kay Mohling, Ann Ruppenkamp

Others present: Shannon Bielicke, Barb Robinson

Others not present: Marilou Gay, JoAnne Leach

2. Approval of November 2022 meeting minutes - minutes approved with corrections

Item 6.c.: Butterfly house fundraisers cover the purchase of butterflies, merchandise and other educational materials.

Carolyn pointed out that the Plum Grove budget requests likely will not cover all expenses and wanted to verify that the MG General Account will make up the difference. She was assured that it will happen automatically.

3. Treasurer's Report

1. General Fund: **\$24,599.58**
2. Plum Grove: **\$1,395.73**
3. Butterfly House: **\$4,026.42**
4. New or Known Pending Receipts:

Expense Reimbursement request: Emil Rinderspacher, MG General, 882 pots purchased from Beautiful Land Products for the plant sale, \$340.47

5. Jean is putting together a spreadsheet of 2022 expenses for all projects that will be added to the minutes.

4. **Review of JCMG Steering Committee Meeting Calendar** (Doug)

a. January

- Prep for Annual Winter (now Spring) Awards Meeting & Potluck

The date has been set for Sunday, March 26 beginning with set-up at 4:00 pm at the Extension Office. Announcements, presentation of awards, and introduction of JCMG interns will take place prior to dinner.

There was discussion about having project sign-up sheets available at the meeting, but Shannon will use Sign-up Genius.

- Prep for Plant Sale/Flea Market

The date has been set for Saturday, May 20 at the Johnson County Fairgrounds (there is a conflict for the space on the day before Mother's Day which has been our usual date). Both buildings B & C have been reserved but will be assessed close to the event date to determine if we will use both (due to the strong automotive smell in C last year).

Darlene reported that Emil has identified sub-committee leaders and has scheduled a planning meeting on January 25 by Zoom.

- Prep for Plum Grove Gardens Seed Selection

The date has been set for Monday, February 6 from 6-7:30 P.M. at the Extension Office. Demo Garden seed orders will be included this year. Shannon will send an email invitation out to all membership.

Beth would like to have a meeting after seed selection to plan for the Plum Grove Taste menus.

b. February

- Review approved core applications – no action taken

This item has been placed on hold since pre-Covid.

- Yearly Reports & Past Year Summary Notes; Roster; Project Hours Summary, JCMG State Rank

This item is covered in Item 5, Extension Report / Announcements

- Report Yearly Summary

This item is covered in Item 5, Extension Report / Announcements

- Prep for Seed Share

Report from Linda: Proprietary seed companies have indicated they are directing donations to community gardens again this year. Laurie Roehl collected a large number of seed packets from ReStore last summer that we will use. The plan is to work with the Swisher and North Liberty Seed Libraries and the three community food pantries—CommUnity, Coralville and Iowa City, to develop a program, divide and distribute the seeds.

The Seed Share can be deleted from the March calendar.

- Prep for Education Sunday (March 5, 1:00 P.M.)

Speakers are lined up and were announced in the November Thymes.

- Plum Grove Gardens Seed Selection Meeting (Monday, February 6, 6:00-7:30 P.M.)

c. March

- Education Sunday (March 5, 1:00 pm at the Extension Office)
- Annual Awards Meeting & Potluck (Sunday March 26, 4 P.M. at the Extension Office)

- Kirkwood Scholarship Request

Shannon has not yet received the request.

- Prep for project clean-up days in April

5. Extension Report/Announcements

- a. MG Project Hours Report & State Ranking
 - Shannon presented a chart of yearly volunteer hours in each of the core projects from 2017 through 2022. She asked the leaders to be sure that hours on projects are updated for the year-end report. Lifetime members do not have minimum hour requirements but reporting is still requested.
 - Shannon presented a chart illustrating the top 10 Iowa counties in total number of MG volunteer hours. Johnson County ranks 3rd behind Linn and Polk.
 - Both charts will be available on the Master Gardener page www.extension.iastate.edu/johnson/master-gardener-program in the section with the agenda and meeting notes.
- b. Awards Recognitions & Award Program update
 - Awards have been ordered and will also be reported in the Thymes.
- c. Project Reports 2022 year-end reminder
- d. Sign Up Genius Project Sign up Survey
 - The survey is ready to be sent out but we are still waiting on 18 members who haven't responded to the annual membership letters. Jackie will follow up.

6. New Business

- a. Butterfly House pollinator sign proposal (Carolyn Murphy)
 - The proposal is for a durable and versatile sign to present educational information about pollinators at the fairgrounds. It would be installed in front of the hoop house where it would remain year round. The sign has a metal frame and post with an inside panel that can be removed.
 - The estimate presented is from Vackers Sign Co: \$225 for the information panel and \$411 for the mount. With shipping the total is \$773.00. However, the estimate expired 12/31/22.
 - It was agreed to check with ISU's preferred vendors for comparison.

- A maximum of \$1000 was approved for the sign pending approval of a new estimate by the Steering Committee, and approval of the installation by the Extension Council and the Fair Board.
- b. Burr Oak Prairie Preview (Carolyn)
 - Iowa City Senior Center on March 23 from 4:30 to 7:00 P.M. We will have two tables, one with JCMG brochures and one with pollinator information. Milkweed Matters will also have a small display about pollinator wellness and making seed balls.
 - The event will be announced in the Thymes newsletter.

7. Old Business

- a. JCMG Bylaws review discussion & voting
 - The Steering Committee began the process of reviewing the recommendations of the Bylaws review committee. This process is ongoing and will be continued at future meetings.

8. Administrative Reports

- a. An ISU webinar is scheduled for March 8 at 6:00 P.M. which conflicts with the March Steering Committee meeting. An alternate date for the Steering Committee could be March 15. This will be addressed at the February meeting.

9. Adjourn (8:35 P.M.)

- a. Date of Next Meeting: **Wednesday, Feb. 8**
- b. Thymes Newsletter Deadline: **Friday, Jan. 27**