

JCMG Steering Committee Meeting Agenda
Wednesday, Nov. 16, 2022

1. Call to order
2. Approval of Oct. 12 Meeting Minutes
3. Treasurer's Report (Jean)
 - General Fund: **\$24,249.58**
 - Plum Grove: **\$1,395.73**
 - Butterfly House: **\$4,126.53**
 - New or Known Pending Receipts:
 - Expense Reimbursement request: Carolyn Murphy, MG Butterfly Account, Butterfly House, Fair merchandise (\$56.16) + Butterfly House Monarch Watch Certification & Sign (43.95) = \$100.11.
 - Income:
 1. Donation of \$250 from Ecumenical Towers Association to ET JCMG project.
 2. Donation of \$100 from Sandra Shasby to the Master Gardeners (Thank you to Linda Schreiber).
4. Review of JCMG Steering Committee Meeting Calendar (Doug)
 - **November**
 - Approve fiscal budget
 - Approve steering committee officers
 - MG project brochure review
 - Reporting hours reminder
 - **December** – no steering committee meeting
 - **January**
 - Annual meeting (publicize date and alternate date in advance)
 - Report budget
 - Announce officers
 - Discuss interim volunteers and Master Gardener service
 - Prep for Annual Winter Awards Meeting & Potluck
 - Prep for Plant Sale/Flea Market - meeting date
 - Prep for Plum Grove Gardens Seed Selection - meeting date
5. Extension Report/Announcements (Shannon)

- Review project lists and project brochure on MG webpage. Email Shannon or Doug any changes
- Report volunteer hours! Encourage volunteers who worked on projects to do the same
- Annual Membership Letters; updated roster, yearly awards

6. New Business

- Letter of support for Backyard Abundance grant (requested by Fred Meyer)
- Approval of new name for Attended Displays project
- Review & approval 2023 fiscal project budget requests
 - Butterfly House: None needed
 - Demo Garden: \$400
 - Downtown City Gardens: \$500
 - Fairgrounds Flower Gardens: \$200 (combine with Rain Gardens?)
 - Fairgrounds Rain Gardens: \$100 (combine with Flower Gardens?)
 - Plant Sale & Flea Market: \$1000
 - Plum Grove Gardens: \$800
 - Plum Grove Tasting Party: \$600
 - Plum Grove Tomato Taste: \$200
 - Thymes: \$400

7. Old Business

- JCMG Bylaws review committee report

8. Administrative Reports

- New Co-Coordinator of Fairgrounds Beautification & Demo Garden (Laurie Roehl)
- Social Events (Beth F)
- Continuing Education speakers were announced in the November *Thymes* (Linda)

9. Adjourn

- Date of Next Meeting: **Wednesday, Jan. 11**
- Thymes Newsletter Deadline: **Friday, Jan. 27, 2023 (!)**

Project Reports

(submitted in advance of meeting)

- **Attended Displays** (soon to be renamed) – We were asked to have our Attended Displays table at eight events. We answered many questions and handed out much information over the summer. Our table participated at the Insect Zoo, several events hosted by Backyard Abundance, JCMG Plant Sale and Flea Market and the Johnson County Fair.
- **Butterfly House** – no report
- **Coralville Historical Schoolhouse** – no report
- **Ecumenical Towers** – no report
- **Demo Gardens** – The Hugelkultur project has been completed and John continues to work the compost bin at the garden. The rest of the garden has been cleaned up for the season.
- **Downtown City Projects** – Cannas rhizomes were dug and prepped for storage; purple hyacinth vines were removed and plant debris composted.
- **Fairgrounds Beautification**
 - Rain Garden – end of season: seasonal work done to trim seed heads, collect ones we want to start as seedlings, put in markers, and dig up & store annual grasses.
 - Fairgrounds Flower Beds – Work has wrapped up at the Fairgrounds with a final weeding of Horse Hill.
- **Firefighters Memorial** – no report
- **Plant Sale & Flea Market** – The 13th annual Master Gardener Plant Sale & Flea Market was held on Saturday, May 7, 2022 after a 2-year hiatus due to COVID. A record-setting \$19,026 was raised through plant sales (\$14,542), flea market/gift sales (\$2,615), donations (\$360), and the silent auction (\$1,500). Sale expenses totaled \$3,802 and were generously covered by the JC Extension Council (\$2,802) and our sponsor Hills Bank (\$1,000). As a result, \$17,526 went to the MG General Fund and \$1,500 from the silent auction to the Butterfly House. For the first time, all our plants were donated by MG. Approximately 3800 plants were donated and approximately 2200 sold. The total number of volunteer hours worked for the sale and presale activities will be available after the first of the year. The 14th annual Plant Sale & Flea Market is scheduled for Saturday, May 13, 2023.
- **Hortline** – no report
- **Hospice Garden at Willow Creek** – no report
- **JC Fair/4-H Buckets of Flowers & Scarecrow** – no report
- **Oaknoll Garden Project** – no report
- **Plum Grove** – no report
- **Speakers Bureau** – In 2022 the Speakers Bureau participated in eight varied events on gardening. We did several speaking events at the Solon Library, Swisher Library, the University of Iowa Women’s Club and two nursing homes. The new coordinator of this project is Megan Garrels.

- **Thymes Newsletter** – The November newsletter with the revised design was well-received. Consider sharing year-end wrap-up reports for your projects in the December/January newsletter.
 - The JCMG-Thymes blog had 251 views from 82 visitors in November. Year-to-date we have had 2407 views from 940 visitors, with 32 posts published.