

JCMG Steering Committee

Wednesday, November 16, 2022, 6:30 P.M., Hybrid Meeting

Minutes

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

Present: Doug Geraets, Melissa Serenda, Jean Holzhammer, Lavon Yeggy, Carolyn Murphy, Mike Murphy, Linda Schreiber, John Weeg, Chris Sedrel, Esther Retish, Emil Rinderspacher, Darlene Clausen, Beth Fisher, Jackie Wellborn, Kay Mohling

Absent: Sharon Jeter, Michael Hesseltine, Barb Schintler, Mary Hensley, Carl Hensley, Vickie Siefers, Ann Ruppenkamp, Melanie Hauptert

Others present: Shannon Bielicke, Barb Robinson, Laurie Canady, Mary Starry, Alice Linhart, Sharon Rude, Brandi Janssen, Laurie Roehl

2. **Approval of October 2022 meeting minutes** - minutes approved with corrections

Item 1: Darlene Clausen was present, secretary Barb Robinson not present
Item 7: JG Houseplant Swap should read JCMG Houseplant Swap

3. **Treasurer's Report**

a. General Fund: **\$24,249.58**

b. Plum Grove: **\$1,395.73**

c. Butterfly House: **\$4,126.53**

d. New or Known Pending Receipts:

- Expense Reimbursement request: Carolyn Murphy, Butterfly House, Fair merchandise (\$56.16) + Butterfly House Monarch Watch Certification & Sign (\$43.95) = \$100.11

e. Additional income which will show on reports next month:

- *Income:* Donation of \$250 from the Ecumenical Towers Association to ET JCMG project, MG General, Ecumenical Towers (It was noted that this money must be spent in the next fiscal year.)
- *Income:* Donation of \$100 from Sandra Shasby to the Master Gardners as a thank you to Linda Shreiber, MG General

4. Review of JCMG Steering Committee Meeting Calendar

a. November

- Approve fiscal budget
- Approve steering committee officers (new Vice-Chair was approved at October meeting)
- MG project brochure review (Laurie Canady is getting responses from project leaders and is still collecting information.)
- Reporting hours reminder

b. December - no steering committee meeting

c. January

- Annual Meeting (publicize date and alternate date in advance)
 - Report budget
 - Announce officers
 - Introduce JCMG interns and acknowledge MG service
- Prep for Annual Winter Awards Meeting and Potluck
- Prep for Plant Sale/Flea Market - meeting date
- Prep for Plum Grove Gardens Seed Selection Carolyn reported that a date has not been set.

5. Extension Report/Announcements (Shannon)

a. Review project lists and project brochure on MG webpage.

- Email Shannon or Doug with any changes.

b. Report volunteer hours!

- Encourage volunteers who worked on projects to do the same.
- Shannon has sent an email reminder to all about the timeline for reporting hours and the importance for accurate 1st of year reports.

- c. Annual membership letters, updated roster, yearly awards
 - Shannon has received 4 thank-you letters from Kirkwood students who were awarded scholarships and also a number of thank-you letters from the fair. She will scan and compile these as electronic copies that can be shared.

6. New Business

- a. A letter of support for a Backyard Abundance grant was requested by Fred Meyer.
 - A letter, which was approved by the Executive Committee, has been sent.
 - As a partner in the program, JCMG will promote BA class schedules in the *Thymes* and supervise a horticulture and gardening information table at a number of the classes.
- b. A new name for the Attended Displays project was approved.
 - It will be known as Yard and Garden Information.
- c. Review of Project budget requests for the 2023 fiscal year. All amounts will come from the MG General account unless otherwise noted.
 - Butterfly House: \$3000.00 from BF house account (fundraisers cover purchase of butterflies and merchandise)
 - Demo Garden: \$400
 - Downtown City Gardens: \$500
 - Ecumenical Towers: \$450
 - Fairgrounds Beautification (Flower Beds; Rain Garden): \$300
 - Plant Sale & Flea Market: \$1000 + Hills Bank sponsorship \$1000
 - Plum Grove Gardens: \$800 from PG account
 - Plum Grove Tasting Party: \$600 from PG account

- Plum Grove Tomato Taste: \$200 from PG account
- Steering Committee: \$3000—includes two \$1000 scholarships, fair awards and discretionary funds. Will revisit once scholarship request is received in case amount is raised. Extension Council is now paying for background checks.
- Thymes: \$400 This amount is requested to pay for MG ‘swag’ which will be awarded to winners of horticulture-based contests in the newsletter.
- Memorial Garden The subcommittee needs to meet and create a revised proposal with estimated budget. Then it can be brought back to the Steering Committee and JC Ext. Council for plan and budget approval.

Budget Discussion:

- Lavon suggested that there be a future discussion about how to fund the 4H horticulture buckets and scarecrow contests.
- It was also suggested that there be a future discussion about how the Plum Grove account works with 3 project leaders requesting separate budget amounts.

The budget requests were unanimously approved.

7. Old Business

- a. JCMG Bylaws review committee report (Alice Linhart, Sharon Rude, and Brandi Jenssen): The committee was formed to review and recommend improvements to the JCMG bylaws. Paper copies of the committee report were distributed to SC members to review. Comments are highlighted in green and recommended new text in yellow. Changes have been recommended to ensure inclusiveness and improved transparency as well as provide clarity.
- b. Questions and comments raised during discussion:
 - One person one vote or one project one vote? If a person is leading more than one project is it still one vote? And if a project has more than one leader (ex. Plum Grove) is it 3 votes? This will

require further discussion to ensure that all projects are equally represented on Steering Committee.

- Lavon suggested proxy votes by co-leaders if leader is absent.
- 5 yr terms for project leaders (coordinators) and restricting leaders to a single project may not be feasible because it is difficult to find volunteers willing to be leaders.
- JCMG Reimbursement form; do not delete the MG Growing Together Grant as application for renewal is underway (Lavon)
- The recommendations to reduce the number of primary projects elicited concerns and comments regarding the educational value of the various projects.

8. Administrative Reports

- a. Laurie Roehl will be the new Co-Coordinator of Fairgrounds Beautification & Demo Garden
- b. Social Events: Annual Winter Awards Meeting and Potluck
 - It was decided that we combine these two events as has been done in the past with a short awards meeting prior to dinner.
 - Beth will work on identifying a date at the end of January or beginning of February.
- c. Continuing Education speakers were announced in the November Thymes.
 - Linda announced the Project GREEN 2023 2nd Sunday (ICPL) speakers. These presentations will also be available on the ICPL You-tube channel following the events:
 - Jan. 8, Dawn Bouslog, owner of Dawn's Pleasant Valley Greenhouses, "*What's New in the Garden?*"
 - Feb.12, Chris Henze, Johnson County Roadside Vegetation Manager, "*Naturalizing Roadsides: Making a More Beautiful Iowa.*"

- Mar. 12, Jane Wilch, Iowa City Recycling Coordinator,
*“Opportunities and Options That Citizens Can Make For A
GREENER Tomorrow.”*

9. **Adjourn** (8:25 P.M.)

- a. Date of Next Meeting: **Wednesday, Jan. 11**
- b. Thymes Newsletter Deadline: **Friday, Jan. 27**

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 Hügeltkultur 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.