

**JCMG Steering Committee Meeting
Oct. 12, 2022**

Minutes

1. Call to order 6:40 P.M. (12/22 Quorum - Yes) *List of names below has been updated to current participation.

Present: Doug Geraets, Chris Sedrel, Esther Retish, Jean Holzhammer, Melissa Serenda, Jackie Wellborn, Beth Fisher, Megan Garrels, Michael Hesseltine, Kay Mohling, Lavon Yeggy, John Weeg

Absent: Darlene Clausen, Emil Rinderspacher, Linda Schreiber, Barb Schintler, Melanie Hauptert, Vickie Siefers, Carolyn Murphy, Mike Murphy, Laurie Roehl, Sharon Jeter

Others present: Shannon Bielicke, Laurie Canady

2. Approval of Sept. 14 Meeting Minutes – Approved with Corrections (Lavon/Chis/All)
 - Quorum – Yes for September Steering Committee Meeting
 - Hügelkultur event is both an Educational and Volunteer event and hours can be reported accordingly.
 - Project Leader Quorum List will need cleaned up *See above in #1. Doug will reach out to Joanne Leach to see if she would still like to participate.
3. Treasurer's Report (Jean)
 - General Fund: **\$24,343.49** (includes Flower Fundraiser, Ecumenical Towers donation, & GreenState Credit Union CIC speaker sponsorship.)
 - Plum Grove: **\$1,438.09**
 - Butterfly House: **\$4,126.53** (includes Mary Schwab donation)
 - New or Known Pending Receipts:

Expenses:
 - General: Linda Schreiber, Downtown City Gardens, Daffodils, \$53.91
 - General: John Weeg, Demo Garden, Compost for Hügelkultur project, \$40
 - Plum Grove: Darlene Clausen, Plum Grove Gardens, Straw, \$42.36
4. Review of JCMG Steering Committee Meeting Calendar (Doug)
 - **October**
 - Nominate steering committee officers- *See #6.*
 - Develop fiscal budget with project leaders – *Email your budget requests to Jean H. by November Steering Committee Meeting.*
 - Review Bylaws- *Subcommittee (Alice Linhart, Sharon Rude, Brandi Jansen) are in the process of reviewing the bylaws they will present their report at the November Steering Committee Meeting.*
 - **November**

- Approve fiscal budget
 - Approve steering committee officers – Project leader list will be reviewed at the November Steering Committee Meeting and included with bylaw update.
 - MG project brochure review - Send any updates to Laurie Canady and Shannon Bielicke
 - Reporting hours reminder – Ongoing reminder.
- **December** – no steering committee meeting
5. Extension Report/Announcements (Shannon)
- **Civil Rights Training-** Civil Rights PowerPoint was presented. Please visit these websites for more information.
 - Nondiscrimination Statement
www.extension.iastate.edu/diversity/ext
 - Diversity and Civil Rights Website www.extension.iastate.edu/diversity/
 - **2023 Growing Together Grant Application-** Committee (Brianna Montross, ISU Extension Healthy Food Access Specialist, Shannon Bielicke, Office/Program Assistant, John Bollar, Coralville Community Food Pantry Director, Jackie Wellborn, Master Gardener, Kay Mohling, Master Gardener. Brianna Montross and Shannon Bielicke will be applying for the 2023 grant. This will involve promotion of the new Coralville Community Food Pantry, a workday to help with their raised beds, 2 educational events (container gardening & food preservation), and revitalization of the plant a row and produce donation & tracking efforts. Related volunteer opportunities and information will be distributed via the Thymes Newsletter and emails as they are planned. JCMG participation is appreciated and encouraged. Shannon will forward the new Coralville Community Food Pantry Open House information once received.
 - **Volunteer Hours/Secretary/Fall Training**
 - Shannon will be mailing out the Yearly Membership letters that includes to date educational and volunteer hours status. This year may also include clarifying questions like MG course year verification and new name badge requests.
 - The last In-Person Fall Master Gardener Training class will be at the Johnson County Extension office, Thursday, October 27, 6–7:30 P.M.: we go over any final details, discuss the different volunteer projects, and have current Master Gardeners come and talk about their involvement.
6. New Business
- **Change in Thymes newsletter creator/editor-** Melissa Serenda will be taking over coordination/composing of the Thymes newsletter with Doug compiling the calendar. Please watch for a newly formatted newsletter including project leader

contacts and the possibility of a Shared Resources (supplies needed/supplies have) list.

- **Nomination of Vice-Chair**- Jackie Wellborn was nominated by Doug and the group unanimously approved.
- Jackie would like to **change the name of the Attended Displays project**. It is believed that this name is unclear. Information Table or Ask a Master Gardener Display are brainstormed ideas. Email any suggestions to Jackie.
- Lavon suggested that the group look into doing **displays at the local libraries** for more exposure.
- **Year End Project Reports** will be due to Shannon by the end of the year. Please start working on these and email them as soon as they are complete.
- **Project Sign Ups** – Paper sign ups will be put out at the final MG Fall training course, and this will be followed up by an electronic SignUp Genius Survey to all JCMGs. These lists will be used by the project leaders to create short lists to contact when volunteer opportunities arise.
- There are **new compost bins at the Demo Garden**. Come take a look.

7. Old Business

- **JG Houseplant Swap** (Linda S) – “Bring a Plant, Take a Plant” will be held Saturday, Oct. 15, from 10:30 to 11:30 A.M., in the Heritage Barn breezeway. Instead of tables, we will use benches situated back-to-back so MG can walk around and see plants available to trade. Registration is requested so we will know how many to plan for.
- **Hügelkultur Educational Work Session** held Saturday, Oct. 15, Noon, at the Demo Garden on the fairgrounds. This event is both an Educational and Volunteer event and hours can be reported accordingly.
- **Budget meeting preparation** - Email your budget requests to Jean H. by November Steering Committee Meeting.

8. Administrative Reports

- Social Events (Beth F)- The Fall Potluck went well. Beth will look into organizing a Spring Awards Program Gathering.
- Continuing Education (Linda S): A flyer will be created to promote speakers on March 5, 2023, (alternate date, March 19, 2023). RSVP information for in-person attendance will be added before distribution. In-person attendance is limited by Extension room capacity. The program, sponsored by GreenState Credit Union, is open to Master Gardeners and the public.

9. Adjourn (8:00 P.M.)

- Date of Next Meeting: ~~Wednesday, Nov. 9~~ **moved to Wednesday, November 16** to encourage participation in the Statewide webinar on Nov. 9.
- Thymes Newsletter Deadline: Friday, October 28

Project Reports

(Submitted in advance of meeting.)

- **Attend Displays** – nothing no report
- **Butterfly House** – no report
- **Coralville Historical Schoolhouse** – no report
- **Ecumenical Towers** – no report
- **Demo Gardens** – no report
- **Downtown City Projects** – In the last two weeks, volunteers planted daffodils, cut canna stalks at Capitol Street Parking Garage, and removed sunflowers in Dottie Ray Gardens. Measurements have been taken to continue native perennial planting at CSPG and DRG. Digging canna rhizomes and removing purple hyacinth vines remain to be done.
- **Fairgrounds Beautification**
 - Rain Garden – no report
 - Fairgrounds Flower Beds – no report
- **Firefighters Memorial** – no report
- **Plant Sale & Flea Market** – no report
- **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** – Linda Schreiber and Alice Linhart presented a seed saving class at the Swisher Library.
- **Thymes Newsletter** – Thank you to those who have completed the Thymes survey; if you haven't, please do so and encourage others to as well:
<https://forms.gle/9QAUoSFNsSZy7m7K8>

We're also planning to list the projects with a contact in the Thymes each month, so please let Melissa know who the single point of contact should be for your projects, otherwise I will use the first person listed on the JCMG page project list.

The Thymes blog had 304 views by 86 visitors in September, with six articles published.