

## **Meeting Minutes for Greenhouse/Flower Basket Meeting for Oct 28, 2010**

### **1. Call to order**

**2. In attendance—Karen Abowd, Mark Lopiccolo, Jo Anne Skelly, Michaela Hammett, Pam Graber, Andrea Heckman, Bonnie Parnell, Gary Lyon, Dan Kaffer**

**3. Accessing past meeting minutes—Karen stated that she had checked with Tara Burke to see if there was any glitch in accessing the meeting minutes from June to the present as Michaela had experienced problems in that regard. Karen's concern was timing as that was when the new greenhouse website was launched. Tara had no problem with the site and Michaela stated she had ultimately been able to open all the past minutes.**

### **4. Financial Reports—**

**-Karen reported for Janette who had to be in Winnemucca and could not attend the meeting. Karen reported that \$300,000 in grants and donations had been raised to date for TGP. She stated that Abowd and Rose Financila Group had a \$2-3,000 donation pending. She also stated that TGP had just received a donation from Helaine Jesse in the amount of \$100.00.**

### **5. Project Status Reports:**

**-Flower Baskets—Karen had the volunteers to take over the program introduce themselves, Andrea Heckman and Michaela Hammett. Dawn Aragon also volunteered but could not make the meeting. Karen asked where they were with sponsorships and Andrea said they were waiting for this meeting to be clear on procedures. Karen explained the process and Andrea said they had received the lists of past sponsors and the flower basket sponsor forms. Karen said the banner announcing the last week of sponsorship would go up Dec 20, 2010. This timing is critical due to basket planting by NV's Own Perennials beginning Feb 1 and Parks and Rec doing the watering position hires. Karen also stated she had checked with Kent Cooper of NDOT and Scott Fahrenbruch of Parks and Rec to verify a permit was no longer needed for hanging the baskets. Scott confirmed that the City had taken over control of the streets where the baskets had hung in the past.**

**Greenhouse— Karen reported the lease negotiations were drawing to a close. A property description and date of completion were all that was needed and were being worked on. She reported that TGP would not have lease payments for the first 3 yr contract and then per school district terms would renegotiate the under \$5,000 lease to go into a revolving account that would be reinvested back into TGP. She stated this was as a result of the meeting she and Janette Bloom had with Richard Stokes advising him of the land improvement costs TGP was incurring due to flood plain issues of which the school district was not aware. Mark Lopiccolo reported that the building permits, construction budget and schedule would be done by mid-November. He also stated that all the subs except the plumber were donating their time. He was awaiting plans from the electrician and plumber. Mark was to have a meeting with Kevin Gattis in the coming week**

**to finalize permits. Mark would email TGP the official ground breaking date. He would also get a set of plans to the school district office by tomorrow. Karen reported the greenhouse would be ordered once the lease was signed and a construction meeting was held. Karen reported that Fred Schmidt from Holland/Hart was working with the school district and Hamilton Solar on energy credits and obtaining solar panels. He was optimistic as negotiations would continue. Karen reported that TGP had purchased the lumber for the shed that the WNC construction class was building for the project.**

**-It was suggested that the group needed to appoint someone to be in charge of publicity for the project. Michaela said she would be happy to take photos of the project's progress for Tara to post on the TGP website but would like someone else to do publicity.**

**-Karen reported that the application for tax exempt status was nearing completion and Janette was working with Soraya Aguirre of Holland/Hart to finalize. The goal was to have it complete before the upcoming Tribute Dinner Fundraiser Nov 21.**

**-Grant Reports were given. Karen noted that the Rec Trails grant gave us a notice to proceed as of Oct 15, 2010. Karen reported she was coordinating with Ron Wood, We Can, Hungry Mother Organics and WNC interns on a Food Collaboration Grant. If received the funding would be available Oct 1, 2011 and would pay for the tools, tables, soil, raised planting beds etc. Overall grant amount for 3 years would be \$300,000 although the portion for TGP would only be a portion of that amount. Gary Lyon said that once we were up and running grants would be possible from The National Science Foundation (STEM). Gary said Michele Lewis would be an important component of this grant and he would check on details.**

**-Kids Cookbook----JoAnne Skelly reported the name of the cookbook would be "Eating a Rainbow". She also stated that Kerry Seymour was coordinating with a student on the intro to the book. All the kindergarten classes for CC would receive guidelines for submitting recipes/drawings after the first of the year. Best drawing would become the cover of the cookbook.**

**-BackPack online storage—Karen reported that Janette had set this up to house all the records/documents for TGP. Karen had had a training using the program with Janette's guidance. Janette would be contacting all the board members and training them as well.**

**-Educational component—Bonnie Parnell stated that state budget cuts would not be for this school year so should not effect the collaboration of TGP. The CCSD and Jim Barbee and FFA for grant monies to supplement the part time hire for TGP. Karen also asked if now was a good time to begin the conversation with NV Works and inquired as to the process. Dan, Gary and JoAnne said they would check into it.**

**-Upcoming Fundraiser—Tribute Dinner posters were printed and tickets would be \$150/person with a portion of the proceeds benefiting TGP. 25**

***tables of 8(200 tickets) would be available. Nov 21 at 5PM at The El Dorado was to be the location. Cash or check(Payable to TGP) only would be the method of payment and tickets available @ Adeles, Cracker Box, J's Bistro, Stonehouse Café and Lulou's. Pam Graber reported that the centerpiece flower composition had been determined. All would be dried and harvested locally as much as possible. Tom from Carson Florist was giving TGP a break on any purchased materials. Karen reported there would be a silent art auction at the event of donated original art.***

***6. Next meeting was set for Thurs Nov 18 at Laura Fitzsimmon's office. Meeting was adjourned at 1:00.***