

**GREENHOUSE PROJECT ACTION GROUP MEETING MINUTES
FOR
OCTOBER 25, 2012
CHS TEACHERS CONFERENCE ROOM
12-1:00 PM**

1. IN ATTENDANCE...RAY SALIGA, JUNE JAMES, CORY KING, JENNY SCANLAND, LIZ HARRISON, JO KILPATRICK, KAREN ABOWD. JENNY INTRODUCED LIZ HARRISON WHO IS GOING TO ASSIST JENNY IN GRANT WRITING AND IS ANXIOUS TO BE ANOTHER YOUNG MEMBER OF THE ACTION GROUP.

2.FINANCIAL REPORT...BRENDA SCHMIDT WAS NOT IN ATTENDANCE SO FINANCIAL REPORT WAS NOT GIVEN.

3.CONSTRUCTION UPDATE....KAREN REPORTED THAT MARK LOPICCOLO WAS JUST WAITING FOR THE FINAL AS-BUILT DRAWINGS TO SUBMIT TO THE CITY SHOWING THE ENTRY ROAD AS IS AND NOT OILED SO THAT TGP COULD HAVE FINAL CERTIFICATE OF OCCUPANCY.

REGARDING THE SECURITY SYSTEM AND AN ADDITIONAL PHONE LINE FOR CLARITY RAY REPORTED THAT THE SECURITY SYSTEM WORKS BUT THAT DSL AND THE SECURITY SYSTEM ARE COMPETING WITH ONE ANOTHER. IT IS OPERATIONAL AND A SECOND LINE TO ACCOMMODATE THE SYSTEM IS LESS EXPENSIVE THAN A PHONE LINE. RAY IS LOOKING INTO COMPATABILITY WITH FUTURE SOFTWARE. HE REPORTED THAT IN CASE OF EMERGENCY THE PHONE TREE IN THIS ORDER IS RAY, TRAVIS(SHARPLINE) MARK LOPICCOLO, KAREN. NO ANSWER ON ANY OF THOSE LINES DEFAULTS TO THE SHERIFF'S DEPT. KAREN INQUIRED IF THE REFRIGERATOR OUTLET WAS INSTALLED AND RAY SAID HE WOULD CHECK. KAREN SAID THAT MARK KORINEK WAS HANDLING NEEDED IMPROVEMENTS TO FENCING ON HIS BUDGET AND HAD OBTAINED AN UNBARBED WIRE FENCING QUOTE FOR AROUND \$435. MARK LOPICCOLO HAD THE QUOTE AND KAREN WAS AWAITING UPDATE ON PROGRESS. AS FAR AS GARBAGE PICKUP KAREN SAID PARKS AND REC WOULD PICK UP WITHIN A DAY OF BEING CALLED AND RAY SAID HE WOULD CHECK ON THE STATUS OF A 3 YD RECEPTACLE WITH MARK KORINEK WHO HAD CONTACTED WASTE MANAGEMENT. RAY ASKED KAREN TO CALL MARK LOPICCOLO ABOUT THE PIPE FOR THE OPEN TRENCH AND KAREN FOLLOWED UP. MARK SAID HE WOULD MEASURE FOR THE PIPE ON FRIDAY.

4.FLOWER BASKET SPONSORSHIPS WERE TO BE REPORTED ON BY BRENDA . IN HER ABSENCE KAREN REPORTED THAT SHE KNEW THAT 10 SPONSORSHIPS HAD BEEN SENT IN. RAY SAID THE BASKETS WOULD NEED NEW LINER FOR NEXT YEAR AND WOULD EMAIL HOOKS AND LATTICE ON COST. RAY ALSO SAID WELDING THE CLAMPS WOULD PREVENT LOSING CHAINS AS HAPPENED LAST YEAR. KAREN STATED THAT TGP WOULD NOW

BE STORING THE BASKETS AS OPPOSED TO YEARS PAST SO LOSING CHAINS SHOULD NOT BE AN ISSUE.

5. CELEBRITY CHEF HARVEST DINNER....KAREN REPORTED THAT THERE ARE 17 TICKETS LEFT FOR THE EVENT. MARKETING WAS BEING HANDLED THROUGH ABOWD AND ROSE FINANCIAL GROUP WITH MARKETING TO GO NOW/LAURA FURUMOTO. KAREL ANCONA HENRY WOULD ALSO DO AN ARTICLE TO BE ON CARSON NOW AND THE NV APPEAL. LAURA FURUMOTO WOULD REACH OUT TO BUSINESSES AND CLIENTELE. MICHELE LEWIS WAS HANDLING FLOWER ARRANGEMENTS FOR THE TABLES THROUGH FFA STUDENTS. KAREN ASKED JUNE TO MAN THE SPONSORSHIP TABLE FOR BRICKS, FLOWER BASKETS, AND TABLE SPONSORSHIPS. JENNY, LIZ AND KAREN WOULD HANDLE THE FRONT DOOR AND KAREN WOULD HAVE TABLE NUMBER ASSIGNMENTS. FFA STUDENTS COULD ESCORT FOLKS TO THEIR TABLES. THE PRESENTATION SCHEDULE FOR THE EVENING... WELCOME BY KAREN AND SPONSORSHIP ACKNOWLEDGEMENT, SLIDE SHOW BY RAY OF THIS YEARS ACCOMPLISHMENTS, STUDENTS FROM FFA AND CULINARY SPEAK TO WHAT TGP PROVIDES FOR THEM. KAREN WOULD HANDLE THE MENU PRINTING AS WELL AS MENU POSTING ON EVITE.

6. AN EXTENSIVE GREENHOUSE MANAGER UPDATE WAS GIVEN BY RAY WITH A DETAILED PRESENTATION OF THE NEW DATABASE. WITH COLLABORATION FROM A UNR DOCTORAL STUDENT THAT JOANNE SKELLY PUT RAY IN TOUCH WITH THE RESULT IS AN EXTENSIVE DATABASE HOUSING EVERYTHING FROM PLANTING SCHEDULES, PRODUCE DONATIONS, DONORS, FERTILIZATION SCHEDULES, VOLUNTEER INFO AND TIME SHEETS AND MUCH MORE. JENNY SUGGESTED TO RAY TO DO A BACKUP AND IT WAS AGREED THAT QUICKBOOKS REMAIN TGP POINT OF SALE FOR CASH,/CREDIT CARD DONATIONS AND SALES AS WELL AS FOR DONOR LETTERS FOR SECURITY REASONS.

RAY ALSO REPORTED THAT THE GREENHOUSE IRRIGATION WAS NOW UNDERGROUND, PRESSURE TESTED AND WORKING WELL. CROPS GROWING NOW ARE RED AND GREEN LETTUCE, ARUGULA, SUMMER CRISP, OTHER LETTUCE VARIETIES AND KALE. IN THE SPRING HE WOULD PLANT 60-70% TOMATOES AND CUCUMBERS AND 30-40% PEPPERS AND SQUASH. THE INSECT SCREEN NOW INSTALLED WILL HELP KEEP DOWN THE APHIDS NEXT YEAR. KAREN REPORTED THAT JARROD LOPICCOLO AND MICHAEL BEASOM WERE COMMUNICATING ON EASIER CAPABILITIES FOR MANAGING TGP WEBSITE.

7. REGARDING OTHER BUSINESS...KAREN SPOKE OF THE HEALTHY COMMUNITIES CONFERENCE SHE ATTENDED AND ASKED CORY KING TO DO RESEARCH ON THE GREAT BASIN FOOD COOP WHICH HE WAS MORE THAN HAPPY TO TAKE ON. KAREN SAID THIS CONCEPT IF POSSIBLE COULD INTERFACE TGP WITH FOOD FOR THOUGHT, THE BOYS AND GIRLS CLUB AND CIRCLES INITIATIVE. KAREN REPORTED THAT SUE POLAND, BRIGID SURBER

AND HERSELF WERE SETTING UP A MEETING ON THE CSA. KAREN ASKED JENNY TO THINK ABOUT CATEGORY DESIGNATIONS FOR SPONSORS ON TGP WEBSITE. KAREN REPORTED THAT TGP WAS HOSTING THE SHADE TREE COUNCIL'S FALL TREE CARE SEMINAR ON NOV 14. THE EVENT WOULD COMMENCE AT THE COMMUNITY CENTER AT 7:30AM AND SESSIONS AT THE GREENHOUSE WOULD START AT 10:45 AM. THE EVENT WOULD FINISH AT THE COMMUNITY CENTER ENDING AT 4:00PM.

8. THE NEXT MEETING DATE WAS SET FOR THURSDAY NOV 29, 2012 @ NOON @ CHS.

9. THE MEETING WAS ADJOURNED AT 1:00 PM