

## The Greenhouse Project Action Group Meeting Minutes

7/26/18

411 N Division St

2:30-4:00 PM

1. In Attendance—Karen Abowd, Arnold Carbone, Cheryl Rotter, June James, Millie Karol, Will Pierz, Karen Brier, Jordan Volk, Amanda, Jo Kilpatrick, JoAnne Skelly, Cory King, Chelsea Kincheloe, Janette Bloom.
2. Janette provided the treasurer's update on the 2018 Concert Under the Stars. As of 7/13/18 net proceeds are \$53,870.91. Karen reported that she had gotten a call from Tony Sheedy and he would be dropping off a \$130 donation for the event since he could not attend the event. At \$54K this is the most financially successful concert event to date for TGP.
3. 2018 CONCERT UNDER THE STARS WRAP-UP.....  
What needs Improving:
  - a link on the bands website to TGP website for ticket purchase. This needs to be part of band contract to be discussed with John Procaccini.
  - assign specific board members a task ONLY they make decisions on (e.g. Auction)
  - recycling must be taken care of. TGP does not need negative publicity regarding this issue. Cory will be glad to access the proper containers and take this on with FFA, NHS and others.
  - How can we keep improving on band selection/ perhaps have a professionally made TGP commercial/PSA that can be sent to musicians who care about causes (Paul Simon, Dave Matthews, Greg Brown etc.). The PSA could also be used to find other sponsors, volunteers and maybe benefactors.
  - Auctioneer—have them walk around the VIP tents right before the auction starts and remind folks to have their paddles/fns ready; auction winners should both pay same price for an item in a bidding war; spotters need to stay with their person 'til the item is paid for; remind servers that they are spotters for their tent and surrounding area;
  - have FFA kids remember to recirculate at VIP tents after folks have had some drinks to sell more raffle tickets and have them hand out auction sheets in the crowd.
  - Chalk ALL seat numbers on pavement UNDER chairs to make seating easier. Perhaps use glow in the dark chalk. Have Juvenile probation kids do this task.
  - Bar perhaps could use additional bartenders to help ease the wait time for servers. Maybe a bartender just for the servers.
  - talk to John P. about day of event pricing for tickets...Charge more to incentivize early ticket sales.
  - Insist BAC clarify ahead of time how many chairs/tables they actually have on premise and get a contract to us well ahead of the event. Also secure all health forms including for TGP bar ahead and submit as 1 package to BAC and double check permit to make sure all entities participating event are named.
  - Adult Probation was not a reliable source for volunteer help. Only 1 person showed who was very hard working.  
What Worked:
  - Karen Brier's son and nephew emptying the garbage and putting in their truck for 1 bin dump at the end of the night.
  - Donations beyond the fence jar and AmeriCorps person talking to freeloaders and have them donate to the event. \$154 made in that effort.

- Apricot Honey from the Fox and chilled white wine were most requested drinks. Determining what BAC bar prices were beforehand and pricing TGP bar accordingly made it more profitable.
- raffle tickets for 2 items in separate buckets with kids having envelopes marked with color of buckets made that an easy process. The raffle ticket booth with the water sales just inside the entrance was a perfect location.
- volunteers were excellent and Juvenile Probation kids were fantastic. Harley Davidson Financial exceptional with take down. Charlie Mann and FFA kids fantastic even with chairs.
- Blend catering was fantastic and the way to go on tent service.
- Jugs of lemon water and fliers under plastic tablecloths the way to go. Just put chairs upside down on tables before event to keep all in place. Perhaps more pinch cups if finances allow.
- Stellar auction items!
- 54 bags of ice is what was used and TGP truck worked well with Karen's grizzly coolers to keep ice perfect. Cory made sure the truck was good and cold ahead of time s we did not have to plug it in.
- set up worked. Not sure how to improve visibility for tents further back.
- sponsor banners flanking the stage was perfect way to showcase them. TGP banner over the stage that Cheryl had made was great.
- working the Farmers Market at TGP booth to sell tickets
- Board members, action group and AmeriCorps were tremendous in their help and support of the event and Will and Cory were a huge help especially in manning cleanup at the end of the night.

4. Discussion with AmeriCorps on submitting mileage to and from the CHS and Foothill Garden sites. Janette's email was provided so reimbursement can happen. As Janette mentioned AmeriCorps students have to log and submit as TGP needs their input to provide compensation.

5. Cory gave TGP manager's report which is attached. Karen asked for volunteers to work the Farmers Market 7/28 and 8/25. Since the suggestion box for AmeriCorps was not yet in place the AmeriCorps present provided suggestions.....doing several plant sales; garden kits that are part of the fee for classes; WNC Ag students as interns at TGP; Winter plant sales of Amaryllis and Poinsettias.

6. Will gave TGP assistant manager/Foothill Garden report. All going smoothly. Have a great corn crop. Pest pressure is minimal. Fence construction begins July 30. 220#'s of produce donated to date.

7. Karen gave the Community garden update. She and CTE director Yette Delucca had met with Richard Stokes and AJ Fuelling of the CCSD. The school district would handle the hourly payment to the student nominated by Charlie Mann to run the community garden during planting through harvest. Yette has time cards in place already for that purpose and is working on protocols and the program to include the senior projects. Cory needs to coordinate with her on scope of work and student expectations for these senior projects and the garden intern position and coordinate that to the Garden Club which is TGP support piece of this new project at Mills Park. Karen mentioned it all hinges on Rotary donating the money for fencing and raised beds and helping with install. Liz Patterson from FISH is working on securing quotes to submit to Rotary.

8. Hopefest on August 24 from 6-9 PM was discussed regarding TGP participation. It was decided that 8 volunteers would wear self-decorated Veggie Hats and TGP t-shirts and participate in the parade but not be part of the judged competition.

9. Next meeting scheduled for Thursday AUGUST 23, 2018 at 411 N Division St.

10. meeting was adjourned at 4 PM.

## Action Group 7/25/18

### Manager's Report

- **YTD Produce:** Greenhouse site: 987 lbs (\$2233); Foothill Garden: 151 lbs (\$404);  
**Totals: 1138 lbs (\$2637)**
- **Crop Report/Greenhouse Production:** GH tomato set-up is finished, new crops growing; fall planting underway; garlic, onions, carrots, cucumbers, squash, peppers, greens are all producing; fruit including grapes, peaches, and apples
- **AmeriCorps update:**
  - Great crew this year, have been very helpful. Some might return for another term.
  - Recruiting has begun, and we are seeking full- and part-time help for September through August.
  - Brick project – next order will be after current term (ends in August) so we can order in bulk
  - Feedback/Suggestion box – make it an email address, or an online submission form
- **Farmers Markets:** We'll be there for the next market on Saturday, but might have to skip August 11 because of a lack of staff, and flowers. We might keep our spot for August 25, when we plan to have fall garden seedlings and perennials.
- **Site Repairs and Maintenance:** Before AmeriCorps contracts are finished we're scrambling to complete some of our site-based goals, including the hoop house over the raised beds and some GH infrastructure.
  - Herb spiral was created and completed by Andy, with help from others
  - Irrigation fixes – Karen Brier is working diligently to complete overhaul of most areas, including the raised beds. This includes an irrigation map and detailed instructions. She has helped us determine the best materials to use and we are replacing materials that were less efficient. No more materials will be purchased through Lowe's or Home Depot because Western Nevada Supply provides better quality, quantity, and access to specific items.
  - HVAC system - still waiting for Carl Keller to return to finish the wiring
  - Fog system – Still looking at options for water quality, but the rest of the system is planned out. With tomatoes in order, this system will be easier to assemble.
  - Drinking fountain – the new water cooler is working out. I'll consult with Mark Korinek for other options.
- **Fruit Gleaning:** This service will pick up with stone fruit and grapes, apples in the fall. We can always use more volunteers to help pick fruit. Amanda and I discussed promoting this service through marketing and going door to door. No fruit should go to waste!

### Concert Feedback

- **Recycling** must be taken care of. We don't need negative publicity regarding this issue. I'll be glad to take this on with the help of students (FFA, NHS) and others.
- **Band selection:** how can we improve? Look at Leavitt concerts, which are indirect competition. Can we have a professionally-made TGP commercial/PSA that can be sent to musicians who care about causes (Paul Simon, Dave Matthews, Greg Brown, *the sky's the limit!*)? The PSA could also be used to find other sponsors, volunteers, and maybe benefactors!

Agency	Total Donations by Weight	Percentage	Total Donations by Value	Percentage
Ron Wood	473.66	42%	\$1,077.95	41%
FISH	304.42	27%	\$588.94	22%
Circles	179.91	16%	\$441.70	17%
Salvation Army	0.00	0%	\$0.00	0%
Do Drop Inn	0.00	0%	\$0.00	0%
Food for Thought	0.00	0%	\$0.00	0%
MOW	77.14	7%	\$220.42	8%
CHS Culinary	28.93	3%	\$124.28	5%
Boys and Girls Club	0.00	0%	\$0.00	0%
EVCH	73.90	6%	\$183.63	7%
Harvest Dinner	0.00	0%	\$0.00	0%
<b>TOTAL DONATIONS</b>	<b>1,137.96</b>	<b>100%</b>	<b>\$2,636.92</b>	<b>100%</b>

#### Carson Tahoe

Agency	Total Donations by Weight	Percentage	Total Donations by Value	Percentage
MOW	77.14	51%	\$220.42	55%
EVCH	73.90	49%	\$183.63	45%
<b>TOTAL CARSON TAHOE</b>	<b>151.04</b>	<b>100%</b>	<b>\$404.05</b>	<b>100%</b>

% OF TOTAL DONATIONS

13%

15%

#### Greenhouse Project

Agency	Total Donations by Weight	Percentage	Total Donations by Value	Percentage
Ron Wood	473.66	48%	\$1,077.95	48%
FISH	304.42	31%	\$588.94	26%
Circles	179.91	18%	\$441.70	20%
Salvation Army	0.00	0%		
Do Drop Inn	0.00	0%		
Food for Thought	0.00	0%		
CHS Culinary	28.93	3%	\$124.28	6%
Boys and Girls Club	0.00	0%		
Harvest Dinner	0.00	0%		
<b>TOTAL GREENHOUSE</b>	<b>986.92</b>	<b>100%</b>	<b>\$2,232.87</b>	<b>100%</b>

% OF TOTAL DONATIONS

87%

85%