

The Greenhouse Project Action Group Meeting Minutes  
Thursday / June 28, 2018  
2:30-4:30 PM

1. In Attendance—Robin Graber, Cheryl Rotter, Will Piersz, June James, Malachi Lakey, Andrew Johnson, Melissa Bell, Amanda, Brenda Schmidt, Janette Bloom, Arnold Carbone, JoAnne Skelly, Mary K Metzger, Karel Ancona, Cory King, Karen Abowd
2. All the AmeriCorps introduced themselves....Amanda, Malachi, Melissa, and Andrew. Karen Brier could not attend.
3. Cory would be late arriving so Will gave the assistant manager's report. He said the shade cloth needed updating and would be \$700 shipped. The old cloth would be used as row cover. Tomatoes were going strong and production was up. He submitted his 2018 work plan. With that submission Arnold said Will would be full time July 2 @ 40hrs/wk. First educational class was this Saturday at the Foothill Garden and Cory would conduct that on growing tomatoes. Arnold would attend and remind folks to buy concert tickets.
4. The AmeriCorps in attendance each had the opportunity to make comments and suggestions about TGP. Andy felt that the AmeriCorps should always be invited to TGP Action group meetings. Amanda submitted her comments in writing and they are attached. Malakai stated he was happy that more AmeriCorps had been hired to help out. Melissa felt more youth involvement was needed and that text messaging or emailing AmeriCorps on issues was a must. Amanda stressed that board members should roll up their sleeves and put in annual volunteer hours. She suggested a suggestion box onsite that AmeriCorps put their comments in and Cory review weekly. Cheryl volunteered to get that set up. All mentioned a specific focus on the education component for AmeriCorps and diversification of who works with students and not always Cory.
5. Concert Under the Stars fine tuning was discussed extensively. Volunteers were confirmed for various days and times recorded in the concert binder. It was decided that TGP information table was just not an option at the event as there was no place for that. However Amanda would sell TGP t-shirts and hats and have some info material at the FFA water table. 300 tickets remained to be sold and the push was on all advertising media per Karel. 145 were confirmed for catered buffet with Blend catering and Janette had paid that invoice. Karen confirmed she needed fliers on all auction items by Thursday next week so she could get posters done and they would be mounted on the fence by baggage check. All actual auction items needed to be to her by Friday next week. MANDATORY VOLUNTEER TRAINING would be 4:00 PM sharp on TUESDAY JULY 10. Cory would pick up 136 cans of LaCroix water and 40 bags of ice and have at the BAC July 11 by 2 PM. Bars would be set up by 2:30 PM. Karen would supply 12 bar towels and lemons for water. Cheryl would bring cocktail trays day of event. Servers would get their t-shirts at volunteer training and aprons on check in by 5PM in July 11. Additional coolers would be provided by Melissa, Cheryl and Karel. Janette provided wrist band samples and had checked all the lights. Karen would check with Lindsay on signage, Dude Ranch raffle package, and pushing Karel's articles on the concert. Candi Ruf had TGP aprons and would get those to Karen.
6. Cory gave the greenhouse Managers update which is attached.
7. Under other issues Cheryl shared the 10 for 10 award she had gotten made for NV Energy. Karen thanked Cheryl and Candi for installing flower basket signage at private businesses. The progress on TGP accounting was moved to a special meeting of TGP Executive Committee after this meeting adjourned.
8. Next meeting scheduled for Thursday July 26, 2018 at 2:30 PM @ 411 n Division St and all AmeriCorps were invited.
9. Meeting adjourned at 4:30 PM.

## Action Group 6/28/18

### Manager's Report

- **AmeriCorps update** – We're still recruiting but have some great candidates who will likely fill 3 short-term positions (320 hours each). Jordan Volk has orientation today, and we also have Rebecca Glocknitzer and Brandi Murphy as possibilities. They all need to start ASAP in order to finish their contracts. We lost Anna Jackson, who took a full time job with the Incline Village General Improvement District (IVGID).
- **Farmers Markets** – Attended two so far, the next one is on Saturday. Sales exceeded \$200 at each market, and we hope to sell more flowers and herbs at the coming markets. More help needed to tend the booth (I'm including a sign-up sheet).
- **Crop Report/Greenhouse Production** – Summer crops are filling in and will be producing soon, with Fall planting coming up. We're making changes in the greenhouse and will have reduced production in the coming weeks. Changes in the GH should improve production for late summer, fall and winter. Garden is healthy overall, but the squash bugs have arrived.
- **Site Repairs and Maintenance** – There is always more to do and we have had some setbacks in our current repair schedule:
  - Irrigation fixes – We've made some improvements and fixes (big kudos to Karen Brier for working diligently on this. Current plan is to focus on more efficient watering in the raised beds and bus beds.
  - HVAC system was improved but I'm still waiting for Carl Keller to return to finish the wiring.
  - Fog system – Currently exploring options for the water source and quality to make this system work properly. We've hit a snag with the use of a reverse osmosis system (recommended by Jake O'Farrel) and are looking at a different method to purify the water.
  - Drinking fountain – the fountain was damaged (again) over the winter and I'm currently looking at alternatives. My parents donated a water cooler, which is a good short-term fix and might be the best permanent solution.
- **Volunteer Days** – We're not going to continue the monthly volunteer days as they have not been fruitful. Individual volunteers are working on their chosen days, and we will establish other opportunities for group volunteering.
- **Hanging Baskets** – Were hung in early June and are starting to thrive. Some issues with the watering are currently being addressed. We would appreciate any pictures or reports about troubled baskets. One was already replaced, likely because of neglect. I'm hoping to work directly with Cassinelli to make sure they have the right approach to watering.
- **Fruit Gleaning** – We've been invited by Tom Henderson (Healthy Trees) to pick fruit again this year. We will do this when possible, but could use outside help.

## Action Group Meeting Suggestions



- It has been my experience while working in a number of non-profits, including The Greenhouse Project, that disorganization and lack of communication are the primary issues faced aside from the inevitable challenges that come from seeking financial support which every non-profit encounters.
- I find that the managerial staff currently at The Greenhouse Project are excellent and wonderful leaders and people—they are extremely hard-working and dedicated to the mission of the Greenhouse Project. I've witnessed them wear many hats and prioritize in areas where they should realistically have additional staff that are employed in distinct positions to help them handle some of these workloads. While I enjoy being an Americorps volunteer, and I think it is an excellent opportunity to utilize the help of Americorps members when monies are scarce in an organization and community service is emphasized, I also recognize the need for additional part-time and full-time support that are exclusively employed under The Greenhouse Project.
- Board members should put in annual volunteer hours to physically be on site at the Greenhouse Project to fully experience and understand the daily challenges. Even with the best communication it is extremely difficult to appreciate from a distance the issues that make it inconvenient to maintain our current goals and to accomplish new ones. Firsthand, roll-up-your-sleeves experience is a must.