

The Greenhouse Action Group meeting Minutes

Thursday August 22, 2019

Cooperative Extension Office, 2621 Northgate Lane

2:30-4:00 PM

1. In Attendance—Karen Abowd, Steve Sanchez, Josh Bahn, JoAnne Skelly, Jon Ruitter, Mark Korinek, Cory King, Cheryl Rotter, Will Pierz, Lisa Taylor, Lucy Joyce, Karel Ancona, Charlie Mann.
2. Treasurer's report was submitted by Vicki Crabb via email as she could not attend. See Attached.
3. Discussion and planning on the Harvest Dinner has begun as reported by Karen Abowd. The dinner will be held at the Governor's Mansion in the Nevada Room. 100 tickets are available. Tara Burke will do the ticket design. It will be held on Nov 11 and tickets are \$200/person. 6-7 sponsors at \$1250/sponsor will be sought to defray cost. Chef Charlie Abowd will meet on Sept 5 with Chefs Chris Nealon and Colin Smith of Roundabout Catering to begin fine tuning cost and menu so the exact number of sponsors needed can be determined. Karen will start emailing sponsor request letters the week of Sept 15 and will at that timework with Tara on ticket design. Karen will be the contact for tickets and mail them out to those interested. Email contact promo on the dinner will include past Flower Basket sponsors, past dinner and concert patrons so Millie's contact list will need notification. The number of courses will be determine as Charlie, Colin and Chris fine tune costs. Steve Sanchez will try to secure wine donation from Southern Wine and Chris Nealon will brew a special beer for the event. Course sponsors do get 2 tickets at the table for the event. An Angel Donor is needed for match in the room that night. 3 Silent Auction items are needed and a raffle item from photographer Tanya Musselman has already been secured worth \$600. Karen suggested that the new Exec Director put auction items online for a pre-sale and Cheryl had info she would access on a link for that. Volunteers would be signed up at the Sept Action Group Meeting and BOD meeting.
4. Josh came early to the meeting as he had a scheduling conflict but defined with Karen what was needed for monetary requests from the Charis Fund, William Pennington Foundation, Hop and Mae Adams Foundation, and the Hawkins Foundation. Rusty Baker had kindly done a rendering of the outdoor classroom. Mark Rotter and Dugan would fine tune the budget for Josh. Mark Korinek would determine if special use permits would be needed for both the office addition and the Outdoor Classroom.
5. Cory King gave the Greenhouse Managers update. The internet/phone connectivity issue was being looked into and Jon Ruitter was assisting in the process. AT&T would not charge for the repair. Sept 14 was set as the date for an outside cleanup of Green Central and an online sign up would be utilized for that. This was necessary as a photo shoot of that site was happening soon by Edible Reno Tahoe magazine as TGP will be their cover story in December. Cleanup would begin at 8 am. Cheryl would work on a banner to hang below the solar array "Welcome to Green Central" with pertinent contact info and branding. The lath house could potentially be moved that day as well. The adopt a bed concept would be posed to the Garden Club and BOD plus Karen had spoken to Kin Nieman of the Washoe tribe and they may have interest also. Cory still waiting to hear back from Travis on a complete IT package. Jon and Cory would price a new computer and Cory may need a laptop and it would be voted on by the Exec Committee. Cory reported the cost of the landline is 4140 and is needed for the fax machine. Over 2000#s of produce from green

central donated to date. Birds ate the grapes. Suggested that reflective mylar could help that issue. Nectarines, peaches and pears were available to pick at the site for donation. Sommer finished her AmeriCorps stint and Kayla Simmons comes back Sept 9 plus 1 full time Sept 16. Cory will continue to work with Millie's sign up tool for volunteers. Farmers market did \$170 in flower sales. Lucy Joyce would work with Cory on extending the flower growing season. Cory would buy a new soap dispenser for the bathrooms.

6. Will Pierz gave the Assist Manager's report. 100#'s/month of produce was being donated from The Foothill Garden. He is topping vines to ripen fruit/veggies. Some fruiting crops for picking outside. Cory had suggested to Will that each site focus on what grows best at that site and not duplicate crops and donations made accordingly. There would be a collaborative day with Parks Rec and Open Space Sat Sept 24 @ 9 am. Will would lead the charge on TGP participation in the Hope Fest parade as Karen would be out of town this year. Foothill garden has had its first deer pressure incident so Will is adding a second wire strand to the deer fence in place.
7. Charlie Mann reported 200 students in this year's AG Program!!! There would be an ice cream social for incoming students. Rebecca Glocnitzer is the second AG teacher now on staff. Charlie will have his students post thank yous to TGP for our funding for their officer retreats on our website and Facebook. Karen emphasized how important that is for our current outdoor classroom funding requests. Chapter meetings will move to nights for parent engagement. Oct 11 will be a tri-tip fundraiser and JoAnne suggested that AG classes can raise monies by soil testing as Coop Extension no longer provides that service. Discussion ensued on a collaborative gleaning effort with AG classes and TGP. National Convention was last week and this year FFA will be here for NV Day. Charlie is working with WNC on college credits for students. Charlie is looking at the AmeriCorps grading sheet for plant science students which could potentially build the AmeriCorps pool of applicants. For TGP. Karen asked Charlie to identify this year the student recipient for the student stipend from TGP.
8. Flower basket takedown would happen Oct 1 and then that campaign would again ramp up. Karen asked Lucy if she would be interested in taking over Jo Kilpatrick's Secretary position on the BOD as Jo was not reapplying after serving 12 yrs.
9. Next meeting o be WEDNESDAY Sept 25 and OCT 30/Wednesday also due to a scheduling conflict at Cooperative Extension.
10. Meeting adjourned at 4 PM.

Treasurers report

vicki crabb <vcrabb@yahoo.com>

Mon 8/19/2019 2:19 PM

To: Karen Abowd <karenabowd@hotmail.com>

Cc: Cheryl Rotter <rotter.cheryl@gmail.com>; Jon Ruitter <jruiter@yahoo.com>

Hello ladies

I will not be at the meeting this Thursday. Here's my report on various items.

Banks balances as of today:

Operating fund:	\$55,390.30
CTH Account	\$ 75,336.01
Savings	\$ 49,307.23

Bank accounts have not been reconciled for July as of this writing. Also, I requested that Jon Steele provide me with an amount to transfer out of CTH for Will's expense and Jon's payroll processing expense since the last transfer we did in April. We still need to do that.

As you may have heard from Jon Ruitter, we are having computer issues. we cannot connect to our printer because we need the Administrative Password for our computer. I have been in contact with Janette and Laura, they both have provided every possible password and it's not working for us. Jon is working on something to bypass it and hopefully that will work. Barring that, after speaking with Laura, she indicated that the computer is about 10 years old and I think if we cant access, we might want to consider purchasing a new one. Also, we have been having intermittent problems with internet access since moving over to the Greenhouse and Jon is looking at the possibility of replacing the router. However, that is an AT&T issue. Karen, If you read my previous email, you'll understand that I'm having communication issues with AT&T as well!! Hoping to get all of this straightened out soon!

Lastly, I'd like permission to purchase a shredder for the office. I think this is the best way to dispose of financial documents, personnel documents and persona/donor documents.

Thanks!