

The Greenhouse Project Action Group Meeting Minutes  
Thursday June 25, 2020  
2:30 – 3:30 PM (via phone conference)

1. In Attendance – Jon Ruiter, Cheryl Rotter, Millie Karol, Arnold Carbone, Cory King, JoAnne Skelly, Lucy Joyce, June James, Lydia Pearson, Mark Korinek, Lisa Taylor
2. Vicki Crabb, Treasurer, submitted her report via email. Bank Balances:
  - Operating: \$76,800.01
  - Savings: \$49,384.41
  - CTH: \$71,243.84
  - Classroom: \$52,195.87

We also received an additional \$5,000 from Western Surgical as the second half of their original pledge.

3. Status of the banner over Carson St.: Sign Pro told Karen they would modify the banner to note Concert Under the Stars was cancelled but that TGP thanks its sponsors. Also, Sign Pro made the change at no charge, which was much appreciated.
4. Outdoor Classroom Update: Jon noted the groundbreaking ceremony was held June 2<sup>nd</sup> and was covered by KOLO and Carson Now. It was also live streamed on Facebook, but the audio didn't work well. Jon said we're still waiting on final permits, which should be issued soon and then the grading work would begin. Karen, Vicki, and Jon met with Dale Brown (contractor), Mark K., and representatives from the CCSD grants department (Valerie and Jessica) to discuss procedures for submitting the first \$25,000 in classroom expenses which will go through the CCSD to be applied to the Pennington grant. Arnold suggested that we take photos of the construction progress along the way and post updates on Facebook.
5. Jon gave his Executive Director update:
  - CTH Agreement planning for 2021: With the goal of meeting with Alan Garrett, CEO of CTH, in mid-July, Arnold and Jon met with Will last week to discuss plans for Foothill Garden in 2021 and what should and should not be included in next year's agreement; Arnold created a rough draft which will be reviewed by Cheryl and Jon, and then will go to Karen for her review.
  - Jon noted that with the uncertainty still surrounding what guidelines and public health precautions will be in place this fall and winter, there is a very real possibility that we won't be able to hold our other major fundraiser, the Harvest Dinner, in November. As such, Jon asked Action Group members to think about ideas for other types of fundraising that we may need to do instead of the Harvest Dinner.
  - Since the last Action Group meeting, the flower baskets had been hung downtown and KOLO did a great story on that.
  - Jon also noted that KOLO was finally able to get back to our short promos that were originally filmed in March, prior to the COVID-19 shutdown. A few of the spots featured students and employees gathered close together and one was on the classroom fundraising and therefore outdated. Denise Wong proposed that she come down and reshoot a few of the promos to better align with current social distancing and safety protocols. Jon will be meeting with her at Green Central on Friday the 26<sup>th</sup> to do the new promos.
  - He also asked folks to email him their volunteer hours through June.

6. Green Central Manager's Update:

- Cory discussed the current AmeriCorps and volunteer situation. New AmeriCorps employees have started bringing our total to the equivalent of three full-time and three part-time, so coverage is good. He also has three weekly volunteers that have returned to helping at Green Central.
- The Farmers Market has gone very well the first two weeks. A volunteer schedule was set up on SignUp.com volunteers in two market shifts 7:00 am to 10:30 am and 10:30 am to 1:00 pm. Volunteers are also needed for flower arranging on Friday mornings.
- JoAnne raised concerns over employees, particularly those who may be especially vulnerable or immune-compromised, attending the Farmers Market and having to be in close proximity to the public. She asked if the benefit of flowers sold outweighed the potential risk if key employees were to get sick. A discussion ensued about limiting vulnerable employees' time at the market. It was noted that only Cory and Will are insured to drive the truck, which limits us somewhat on who has to be involved. Cheryl said she can add drivers to the insurance if we determine who else should be added. Cheryl also suggested that the Executive Committee and Executive Director meet to discuss the issue, which Lucy agreed with. A meeting will be set once Karen returns from vacation.
- Cory also discussed current crops: there are lots of flowers, with more being planted; more squash has been planted and he is looking at additional fall crops to plant; there is some issue with the tomatoes in the greenhouse – Cory has not yet been able to identify the problem, but production has decreased; the cucumbers, peppers, and potatoes all look good.
- A work day is being planned for July 1<sup>st</sup> to finish framing the new hoop house.
- Cory plans to check on all the downtown flower baskets to see how they're doing.
- Arnold gave an update on his planned donation crops: three frosts in the past month, along with high winds and rabbits, have wiped out his potatoes that he planned to donate; the winter squash crop looks good, though; no help from TGP is needed yet, and Cory noted that he just needs a day's notice to get people up to Arnold's place to help.

7. Will was not able to attend, so there was no Assistant Manager's report.

8. Other Issues / Concerns:

- Millie asked whether the newsletter was still relevant and whether we should continue producing it. It was generally agreed that we should still produce a newsletter, but perhaps not a printed version – just emailing it to our distribution lists. It was also noted that we should have a defined timeline for submissions so that Millie and JoAnne have time to get the editing completed and not have to keep bugging people to send in their reports or articles. Cheryl suggested future articles could include the Friends of the Greenhouse launch and the classroom ribbon cutting in the fall. JoAnne will put together a timeline so that everyone knows when submissions are due, as well as guidelines for submissions.

9. Next meeting will be held July 30<sup>th</sup> at 2:30 PM via phone or at Cooperative Extension TBD.

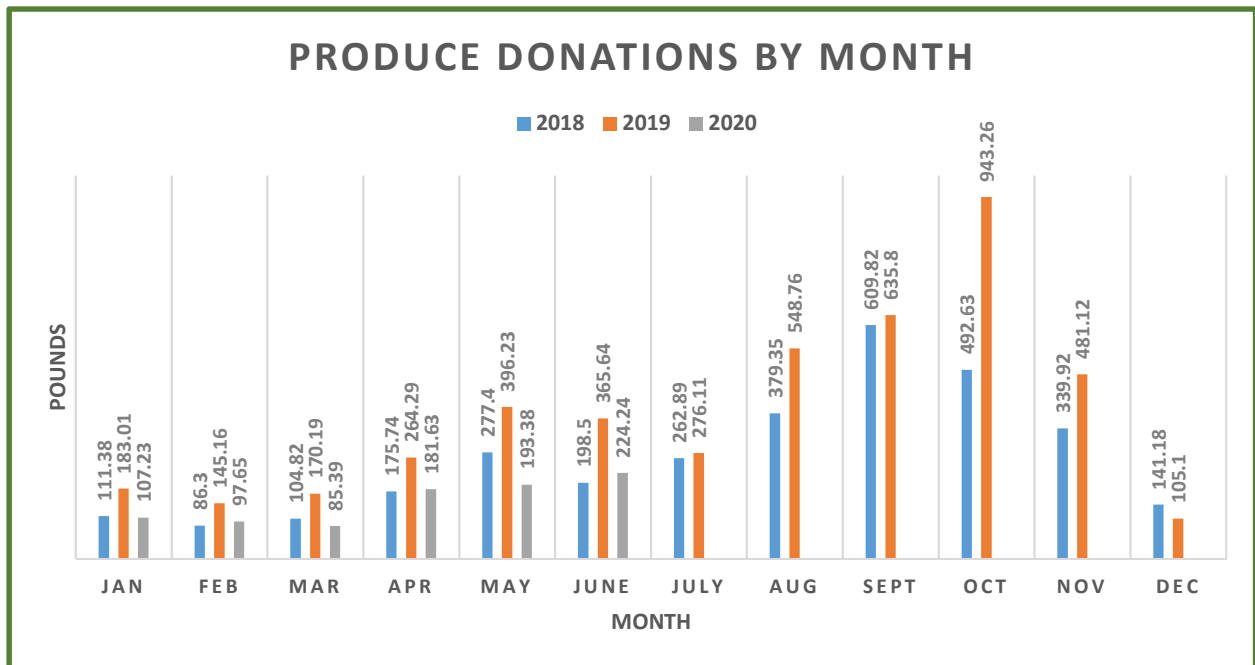
10. Meeting adjourned at 3:30 pm.

# The Greenhouse Project

## 2020 Produce Donations

### 2020 Donations by Agency

Agency	Donations by Weight (lbs)	Percent	Value
Ron Wood Family Resource Center	294.16	33.1%	\$1,002.18
FISH	277.93	31.2%	\$897.00
CIRCLES	185.49	20.9%	\$587.26
Meals on Wheels	120.78	13.6%	\$693.82
CHS Culinary	6.86	0.8%	\$23.36
Other / AmeriCorps	4.30	0.5%	\$0.00
<b>Total (through June 24, 2020)</b>	<b>889.52</b>	<b>100.0%</b>	<b>\$3,203.62</b>



### Total Pounds Produced by Location / Source

Year / Location		Green Central	Foothill Garden	Donated/ Gleaned	Total
2018	Weight	2,462.19	717.74	575.61	<b>3,755.54</b>
	Percent	65.6%	19.1%	15.3%	<b>100.0%</b>
2019	Weight	2,891.39	921.64	701.64	<b>4,514.67</b>
	Percent	64.0%	20.4%	15.5%	<b>100.0%</b>
2020	Weight	760.82	128.70	0.00	<b>889.52</b>
	Percent	85.5%	14.5%	0.0%	<b>100.0%</b>