

St Charles County Master Gardener
Steering Committee Meeting Minutes (Final)

Friday, 10 September 2021

Attendees: Joe Walker, Laura Steimel, Rebekah Davis, Rebecca Poon, Cindy Platzer, Marsha Brown, Justin Keay, Libby Wilson, Mary Medina, Jody Squires

Call to Order: Joe Walker called the meeting to order at 9:06 AM

Secretary's Report: Rebekah Davis- Steering Committee meeting minutes for Friday, 13 August 2021 were approved as written.

Treasurer's Report: Rebecca Poon- Rebecca reported the net monthly change for August. End of August 2021 cash in bank was identified. Unallocated dollars were shown. Funds remaining vs beginning budgets by class were shown. Revenue, expenses and net income were shown.

MU Horticulturalist Specialist: Justin Keay- Jody Squires, MU Regional Director St. Charles County Extension, gave the group an update regarding staffing:

- Justin Keay's job posting should now be up, tentative last date of availability at EC is November 1st.
- Plans are still being made for interim reporting until Justin's position is filled. Jody mentioned utilizing Debbie Kelly, Jefferson County as much as possible in regards to reporting in the interim.
- Plans for filling Alexandra's position and turnover status of EC Facebook, website and TikTok: Alexandra McKenney left all the necessary information. Jody Squires hopes to hire her for the interim until they fill the position. The group discussed possibly getting a paid internship. Jody mentioned that the new CES (County Engagement Specialist) would help develop a marketing plan.

Updated Fall Online Master Gardener Training Student List Status and schedule: Justin Keay hopes to receive the updated list from David Trinklein soon with a class schedule by December.

Jody Squires updated the group on the situation with the "person of concern" on the property. The group was reminded that Extension is not public property and is not open 24/7. Implementing security cameras outside are be investigated.

Committee Reports-

Membership: Waneta Parmenter, Bonnie Winkeler- Waneta Parmenter is monitoring and assisting MG's with getting setup in the new reporting system to begin reporting their volunteer hours.

CE and AT: Bonnie Winkeler
Bonnie Winkeler will send requirements for Advanced Master Gardener to Mary Medina to be included with the Monday newsletter.

Plant Sale: Marsha Brown, Libby Wilson-

Marsha Brown reported that budgets for 2022 were being made. Bookkeeper invoice receiver is needed, Jody Squires mentioned that Brenda Doll (the new bookkeeper) is waiting for her University email to generate. Marsha will need that email for the Hummerts invoice.

Marsha Brown discussed with the group ideas regarding hosting mini seeding parties in Room C.

Greenhouse: Laura Steimel, Nancy Torke-

Laura Steimel will be getting new gravel in the Greenhouse October 9.

Communication: Mary Medina, Mary Carey-

Monday Morning News: Mary Medina-

Mary Medina mentioned that the Monday newsletter only goes out to MG's. She reported about 60% are opening their newsletters, which Justin Key said is a really good average.

MG Website: Mary Carey-

Mary Medina mentioned that the University website could use some updating to allow better advertisement. Joe Walker mentioned making it an item to look into.

MG YouTube Channel: Zack Blair-

Justin Key reported that Zack Blair has not responded to his email or calls, he will continue trying to get in touch. The Extension will be facilitating YouTube videos with Master Gardeners going forward.

Demo Gardens: Cindy Platzer, Marsha Brown-

Cindy Platzer reported that there are two tours planned in the Demo Gardens this month (Sept. 11 & Sept. 16). We had a guest visit the gardens because of reading about them in the Gateway Gardener. Joe Walker mentioned there will be two loads of leaf mulch delivered to the gardens next week. Cindy Platzer mentioned that the Leads will be meeting tomorrow (Sept. 11). St Louis MG Interns will be visiting, volunteering, touring, and tagging monarchs in the Demo Gardens Sept. 18. There is no set fall cleanup day scheduled.

Speakers: Val Mertz-

September 23rd Meeting At Peters City Park (across Mexico road from Menards), Libby has reserved the pavilion with St. Peters. The group decided to schedule the meeting to start at 5:30 PM and begin with the speaker.

Speaker: Tyrean "Heru" Lewis Topic: St Louis urban farming

October 28th Meeting- The group agreed to meet at the same pavilion with 5:30 PM start time.

Agenda would be a series of presentations by committees and garden leads explaining what their committees and gardens are all about and trying to encourage interest in having people to sign up for being part of at least one committee and one garden.

Hort Line: Patti Kolek-

Joe Walker reported that things are slowing down but doing well. HL business cards were taken to the local farmers co-op. HortLine will be present at the St. Charles Farmers Market on Sept. 25 but not in October.

Education: Jan Carron-

Joe Walker reported on the status of Dig-In planning, speakers are still needed, Scott Woodbury will be the Keynote speaker. Jan Carron is looking for someone to lead a Youth Education Subcommittee

next year. The Education Committee will need a new Lead soon as Jan will be moving in the spring after the Dig-In.

Monarchs at the Meadows- Mary Medina reported that this event will be held on Sept. 18th at the Meadows in Lake St. Louis as an alternative to the yearly MOMAD (Monarch Madness) event.

Public Education- The group discussed compiling all of the virtual education opportunities into a repository to provide as a service for the public. Mary Medina will send Joe Walker a summarized plan to do a trial run.

Other status and information reports-

Old Business:

Outreach-

501(c)(3) update: Marsha Brown-

Wording issues and changes are being worked on to be put into the By-laws. Marsha Brown mentioned to the SC that Missouri law mandates that there needs to be three directors. Processes are being finalized, \$300-\$400 total in expenses.

St. Charles Historic Gardens: Terri Scheer-

Joe Walker reported the Historic Gardens are still in Bicentennial mode- all is good.

St. Charles Farmers Market: Patti Kolek

No report

Paul Hendricks Award:

Nominations are being accepted from Sept. 1st through October 30th.

Long-term and short-term Goals of MG:

Put on hold, Joe Walker mentioned that SC will be setting up a monthly focus for 12-month calendar.

August 3rd Impromptu Steering Committee Meeting:

The Steering Committee had a quick additional impromptu meeting following the close of the Goals Revision meeting on Tuesday, 3 August 2021. Rebekah Davis did not need to confirm quorum. The SC voted to approve the motion of allocation not to exceed \$200 to cover the cost of an honorarium and pavilion rental for the September general meeting.

New Business:

Joe Walker reminded the group of position changes: will be identifying responsibility for functions previously performed by Jan Brown and Alexandra to support plant sale, dig-in, social media, meeting room reservations, mailing list maintenance, etc.

Good of the Order:

Next Monthly Steering Committee Meeting Date: October 8, 2021

Meeting was adjourned at 11:26 AM

Respectfully submitted,

Rebekah Davis