

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

Friday, 11 June 2021

Attendees: Joe Walker, Laura Steimel, Rebekah Davis, Rebecca Poon, Cindy Platzer, Marsha Brown, Justin Keay, Patti Kolek, Libby Wilson

Call to Order: Joe Walker called the meeting to order at 9:15 AM  
Beka Davis confirmed Quorum. The Steering Committee met in-person in Room C at the Extension Office.

Secretary's Report: Rebekah Davis- Steering Committee meeting minutes for Friday, 14 May 2021 were approved as written.

Treasurer's Report: Rebecca Poon- Rebecca reported the net monthly change for May (\$290.64). End of May 2021 cash in bank was identified. Unallocated dollars were shown. Remaining Demo Garden allocation was shown. Remaining Plant Sale Allocation was shown. Revenue, expenses and net income were shown.

MU Horticulturalist Specialist: Justin Keay-

- "Project idea/proposal with STC County Parks and Government – rain gardens and urban storm water": Justin Keay mentioned that this idea has been put on hold for now.
- MOMGA database status: No change, the database is still in progress and hours will still need to be kept manually by individuals at home.
- Status of ADA inspection regarding garden areas: Justin reported on the results of the ADA Coordinator's visit. A list of recommendations was made on ways to improve the property. The Safety and Design Committee will do a walk around to discuss those recommendations.
- Ext. property masking requirements inside and outside: No mask requirement for outside. Current mask recommendation for the building is "face coverings recommended for unvaccinated individuals".
- MG online Level I class status: Justin reported the spring online class has concluded, registration for the next program starts in June and begins in August. Anyone who is interested in the next MG training program is encouraged to contact Justin Keay, he will send an email out when registration opens.
- Schedule meeting to revisit the MG vision document: Justin Keay will schedule this meeting within the next several months for Steering Committee to meet and discuss.
- 'TREE house of Wentzville' equine-assisted therapy center: The SC discussed possible MG garden consultation for this group.
- Sales tax discussion: The SC discussed possibly becoming a 501c3.
- "Sending Hortline Volunteers through Penn State Plant Health Diagnosis class: The group discussed making a budget item for scholarships to send a few MG's through this course. Patti Kolek will make the membership aware of this class at our monthly meeting.

- Master Gardener of the Month name/focus change: The group agreed to change our “MG of the Month” focus. Name will become “MG highlight of the month” and this can be used to highlight individuals, garden teams, projects, particular gardens, etc. on the Extension’s FaceBook page.
- The Steering Committee discussed getting some visibility in the print media regarding the Extension Demo Gardens via the Gateway Gardener magazine. Other media outlets were mentioned, Justin Key will investigate.

## **Committee Reports-**

Membership: Waneta Parmenter, Bonnie Winkeler-

Joe Walker reported that Waneta Parmenter is creating a Microsoft Word form for tracking hours temporarily until the MG database is up and running again.

MG Welcome Subcommittee-

Plant Sale: Marsha Brown, Libby Wilson-

The budgets for the 2022 plant sales are being set, the dates have been finalized for 19 March, 23 & 30 May. A Sunday sale is being considered for folks who cannot attend Saturday sales. Marsha Brown mentioned possibly purchasing a new canopy. Marsha mentioned that Rebecca Poon is investigating community garden candidates that could receive leftover plants from the sales, these will be brought to the SC for approval later. Since the general operations of the Hoopouse is for the plant sales it was motioned that all of the Hoopouse’s expenses be moved out of the Demo Garden budget and put with the Greenhouse and Plant Sale Capital Allocation. Motion passed.

Greenhouse: Laura Steimel, Nancy Torke-

Laura Steimel reported the used pots and trays from the plant sale are all cleaned.

Communication: Mary Medina, Mary Carey-

Monday Morning News: Mary Medina-

Mary Medina will be on vacation the end of June. There will be no newsletter the week of 28 June, the next issue will be 5 July. Any information prior must be sent to her by 17 June.

MG Website: Mary Carey-

Colleen Merz has offered to help Mary Carey with our MG FaceBook page and website.

University Website: Justin Key-

Justin Key mentioned that there is now a button on the website to get signed up for the Master Naturalist wait list.

MOMGA News: Joe Walker, Waneta Parmenter-

Joe Walker reported that there is still a wait on the new database, status is unknown. The MOMGA newsletter will be coming out mid-month.

Demo Gardens: Cindy Platzer, Marsha Brown-

Cindy Platzer reported that Joe Walker is sending her names of the new MG Interns, she is providing them with a link to the Demo Garden orientation presentation. She is also processing new interns utilizing interests survey. The Demo Gardens are now back to scheduling regular time working on Wednesdays and Saturdays. The QR codes have been put up in the following gardens: Daylily, Cottage, Native (4), Compost, Miniature, Enabling and Green House path. The Welcome Spot Project has been put on hold due to ADA concerns. The next Leads meeting and group photo is planned for June 19<sup>th</sup>. Cindy is organizing a “Creative Team” to help improve signage and volunteer & public involvement in the Demo Gardens.

The Extension Council is invited to tour the gardens once they begin meeting onsite again. The Demo Gardens are open to tours and visiting public (in limited numbers), Cindy reported at least two garden clubs have asked to tour the gardens recently. Justin Keay suggested arranging tours in September once the weather cools.

Cindy Platzer is working with the Extension office in developing a Demo Garden flyer for handing out to the public.

The Steering Committee discussed releasing funds budgeted for the Demo Gardens post plant sale. A motion was approved to release \$720 to the Demo Gardens, the majority of this is for the Fruit Arboretum. The group also discussed setting aside a percentage of capital asset for emergency and repair expenses. Cindy Platzer will come up with an amount to budget with the Demo Gardens for this emergency fund next year.

Speakers: Val Mertz-

June 24- Master Gardeners of Greene County Demonstration Garden

Kelly McGowan; Field Specialist in Horticulture; University of Missouri Extension

Kelly will speak about their education outreach. We hope to gather ideas from their experiences.

July 22- Meeting planned for Veterans Park on Kisker Road-

The SC voted via email to approve an allocation of \$120 to reserve pavilion for July's general meeting at Veteran Tribute Park

Motion to approve to rent Pavilion made by Laura Steimel and seconded by Jan Carron via email.

Motion passed unanimously. Val Mertz has reserved pavilion #2. Social hour 5:00 PM, start time 5:30.

There is not a designated MG host for this event, people can bring snacks for the social time and should bring lawn chairs.

August 26 at Faust park-

Start time is 5:00 PM (no social hour). Our business meeting will be held in the parking lot. People should bring lawn chairs.

Follow-up on a suggestion/idea from Val:

Maureen Wamsley is not available to do a presentation on Bicentennial gardening at this time.

Hort Line: Patti Kolek-

Patti Kolek reported that the HortLine is now back in the office. Alexandra McKinney has posted on the Extension's FaceBook that the office is now open. A number of people encountered at the farmers market are visiting the Demo Gardens now.

Education: Jan Carron-

Joe Walker reported that the next Education Committee meeting is scheduled for 13 July.

Digital Media Subcommittee: Zack Blair-

No report

**Other status and information reports-**

St. Charles Historic Gardens: Terri Scheer-

Terri Scheer provided a status report on the Historic Gardens' current activities and future plans provided in the meeting agenda.

## **Ad-Hoc Committee Reports-**

Intern Welcome committee for St. Charles MG trainees: Waneta Parmenter, et al.

This team consists of input from Joe Walker, Waneta Parmenter, Bonnie Winkeler, Jan Carron, Val Mertz and several interns. Final recommendations have been put together and were distributed to the SC as a document to be reviewed by members prior to discussion at July SC meeting. Joe Walker has included this document in the email to SC along with the agenda for this SC meeting. Beyond the scope of this committee is: Possible implementation of a Mentorship program, Details of Demo Garden tour, Details of Chapter organization or Administrative tasks such as the Recording of hours.

### Old Business:

Joe Walker reported that the Boys and Girls Club O'Fallon classes begin June 17th.

The review and communication of the long term and short-term goals of MG were deferred

### New Business:

The Steering Committee passed a motion to send a card to the family of Rhonda Blankenship. Joe Walker volunteered to send the card.

The SC was encouraged to wear badges when volunteering or when gathering for events to help tell the players apart.

### Good of the Order:

Cindy Platzer mentioned organizing more group activities to encourage involvement in the chapter and on property.

Joe Walker will speak to Waneta Parmenter about possibly handing out service hour pins (badge stickers) earned from 2020 at our next monthly meeting.

The next Steering Committee meeting is scheduled for July 09, 2021.

Meeting was adjourned at 11:41 AM

Respectfully submitted,

Rebekah Davis