

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

Friday, 13 August 2021

Attendees: Joe Walker, Laura Steimel, Rebekah Davis, Rebecca Poon, Jan Carron, Cindy Platzer, Marsha Brown, Justin Key, Libby Wilson, Melissa Scheer, Ruth Mellor, Patti Kolek joined later

Call to Order: Joe Walker called the meeting to order at 9:02 PM  
Beka Davis confirmed Quorum. The Steering Committee met in-person in Room C at the Extension Office.

Group Preliminary Discussion of 4-H horticulture projects and MG resources for 2022:

Melissa Scheer (4-H Specialist for St Charles County) and Ruth Mellor (St Charles County 4-H Club Leader) discussed collaboration opportunities with the Steering Committee. Melissa Scheer explained how 4-H programming works. The group discussed how Master Gardeners could provide assistance and/or develop programming for 4-H clubs (adult leaders and youth) to become more knowledgeable of gardening practices. Based on discussion, 4-H could use MG volunteers to help lead clubs through specific gardening-related projects. Joe Walker suggested the SC email him their thoughts and opinions for further discussion before next SC meeting.

Secretary's Report: Rebekah Davis- Steering Committee meeting minutes for Friday, 09 July 2021 were approved as written.

Treasurer's Report: Rebecca Poon- Rebecca reported the net monthly change for July. End of July 2021 cash in bank was identified. Unallocated dollars were shown. Remaining Demo Garden allocation was shown. Revenue, expenses and net income were shown. Fund transfers in July were shown and discussed including the new Capital Allocation for the Hoop House. Motion was approved to allocate additional \$782 to Hoop House Capitol Allocation for construction costs.

MU Horticulturalist Specialist: Justin Key-

- COVID update: Extension meeting rooms are limited to 25 people, everyone must wear masks while inside building regardless of vaccination status.
- Justin Key informed the group on MU's upcoming free Virtual Master Gardener Mini-Conference 9/25/21 9:00 a.m. – 4:00 p.m. (This Event qualifies for Continuing Education Hours). They are in the process of setting up a website for registration. Justin will have announcement in upcoming Monday Newsletter.
- Job Posting for Bookkeeper to Refill Jan Brown's position: Job listing is available to view on Extension's website.
- Fall Online Master Gardener Training Student List and Class Schedule: Registration closed today. Justin Key emailed Dr. Trinklein to get the student list, classes begin Aug. 25<sup>th</sup>.
- Gateway Gardener Article – Justin reported that the article on our Demo Gardens should appear in the September Issue.

**Committee Reports-**

Membership: Waneta Parmenter, Bonnie Winkler-

Joe Walker reported that the reporting hours database is up. There were three Emeritus requests brought before the Steering Committee for approval:

Terri Scheer: Motion for MG Emeritus status was approved

Donna Lindsey: Motion for MG Emeritus status was approved

Marsha Brown: Motion for MG Emeritus status was approved

CE & AT: Bonnie Winkler-

Joe Walker reported that Bonnie will send available opportunities for Advanced Master Gardener to Mary Medina to be included with the Monday newsletter.

Plant Sale: Marsha Brown, Libby Wilson-

Marsha Brown reported that the Plant Sale Committee just finished their initial Hummerts pre-order.

Budgets are being made for the 2022 plant sales. Plans are being made to host mini seeding parties.

Donna Lindsey is working on organizing a class on starting perennials from seed in Sept./Oct..

Greenhouse: Laura Steimel, Nancy Torke-

Laura Steimel reported cleaning in the Greenhouse will be scheduled in late Sept.-Oct. The Steering Committee approved the motion of \$100 for gravel for the Greenhouse.

Communication: Mary Medina, Mary Carey-

The group was reminded to filter information for the Newsletter through Joe Walker.

YouTube Channel: Zack Blair-

Justin Keay reached out to Zack several times without a response. He will continue trying to reach him via phone.

Cindy Platzer mentioned Alexandra McKenney is working on Tik-Tok videos for MGs.

Demo Gardens: Cindy Platzer, Marsha Brown-

Cindy Platzer reported that St. Louis City and County MG Interns will be visiting the Demo Gardens Sept. 18<sup>th</sup> touring and volunteering some time. Cindy reported several visitors have signed the new guestbook that has been installed in the Demo Gardens. Channel 5 has been contacted to see if they would be willing to do a live weather broadcast at the Extension office. Cindy is looking for MGs willing to volunteer to be tour guides and put a tour program together.

Speakers: Val Mertz-

August 26 at Faust park- Start time is 5:00 PM (no pre-meeting social hour). Our business meeting will just be held in the parking lot.

September 23rd Meeting- The SC approved the motion to allocate \$100 to reserve St. Peters City Park pavilion. The park is located across Mexico road from Menards. Libby Wilson will reserve as a resident.

Speaker: Tyrean "Heru" Lewis

Topic: St Louis urban farming

October Fall Gathering- Possible Lakeside 370 pavilion

SC discussed possible round-robin presentations by committees and garden leads explaining what their committees and gardens are all about and trying to get people to sign up for being part of at least one committee and one garden. Cindy Platzer suggested providing pizza and possibly moving the date to a Saturday instead.

Hort Line: Patti Kolek-

Patty Kolek reported HortLine is going well, over 200 contacts have been made so far. Justin Keay suggest keeping record of problems encountered to potentially create a real-time database to facilitate education outreach.

Education: Jan Carron-

Jan Carron reported that the committee has confirmed the Keynote speaker will be Scott Woodbury – Horticulturist - Shaw Nature Reserve. Instructors and topics are in development. Venue status – Either Zoom, SCCC, or Hybrid Promotions/Advertisement – Will work with Alexandra, etc.

The last Education Committee Zoom meeting did not go well, next meeting is scheduled for Aug. 24<sup>th</sup> on Zoom. The Education Committee is discussing possibly creating programming for homeschool, 4-H, and other youth groups.

**Other status and information reports-**

St. Charles Historic Gardens: Terri Scheer-

Joe Walker reported that the Historic Gardens are doing well and looking good.

Boys and Girls Club O'Fallon: Joe Walker-

Classes have complete for 2021. Gardens are still producing.

St. Charles Farmer's Market table: Patti Kolek-

No Update

County fair volunteer report: Karen Klearman and Judy Klemme

Joe Walker discussed Karen Klearman and Judy Klemme's report from the event.

Old Business:

Long-term and short-term goals of MG: Joe Walker-

Meeting minutes/notes have yet to be released, Joe Walker will begin putting a survey together for the membership once minutes are available. The major goal determined from the meeting was reconnecting MGs with activities, retention of trainees/interns, getting trainees involved in program before class completion, and setting a monthly focus for 12-month calendar.

New Business:

Paul Hendricks award-

It is time to start taking nominations for the Paul Hendricks award. Nominations will be taken Sept 1 through Oct. 30th. The award will be given at the January meeting. Award is given for leadership, education, and service. - Per Val Mertz

MG Bank Account-

The group discussed setting up an MG chapter Independent bank account (501c3).

Marsha Brown discussed comparison of 2 processes, how accounting and bookkeeping processes may change and simplified. The next steps were explained (SC was provided with a document detailing the process), Marsha stated that there will need to be changes/clarifications made to the by-laws in the future. A meeting of chair leads (Greenhouse, Demo Gardens, Plant Sale, Education, President, and Treasurer) will be scheduled and a lawyer is going to be consulted. The SC agreed the chapter membership will be presented this information at-a-glance at the August monthly meeting.

Public Relations Idea for Discussion-

The group discussed an idea for pursuing a feature article for a Post-Dispatch editor on food/nutrition and what Extension is doing to help. It was decided by the SC to pursue more local publications first.

Good of the Order:

Next Steering Committee meeting is schedule for September 10<sup>th</sup> in-person at Extension.

Meeting was adjourned at 12:12 PM

Respectfully submitted,

Rebekah Davis