

The Greenhouse Project Action Group Meeting Minutes  
Thursday June 27, 2024  
2:30 – 3:10 PM

1. In Attendance – Jon Ruiter, Christin Cohee, Karel Ancona, Cheryl Rotter, JoAnne Skelly
2. Treasurer Vicki Crabb emailed her report and Executive Director Jon Ruiter presented it to the group. Five Harvest Dinner sponsors still outstanding as of the date of the meeting.
3. Farmers Market Update:
  - Jon informed the group that TGP will resume its booth at the market on Saturday, July 6<sup>th</sup>. Charlie and Karen will be at the booth selling and signing cookbooks during the month of July; Karen will also be selling Harvest Dinner tickets at the market. Director of Programs Christin Cohee will begin doing social media posts about the return to the market and the book and ticket sales.
4. Grateful Harvest Dinner 2024 Update:
  - Board President Karen Abowd was traveling and unable to attend, but noted that posters have been distributed to 19 locations around Carson (listed on the agenda). If anyone has any other location suggestions, please let Karen know.
  - The menu and tickets have been mailed to all sponsors who have paid thus far.
  - Jon said that the Eventbrite ticket sales site will be up and running on July 1<sup>st</sup>. Karen will send out an Evite update with the menu that day as well, and Christin will send out notification to our Mailchimp distribution list.
  - Jon will also coordinate getting a QR code to the ticket site generated and sent to Tara Burke for inclusion on the reader board ad for John Procaccini to use at Nashville Social Club.
  - Board Vice-president Cheryl Rotter stated that the event programs were being worked on by her and JoAnne Skelly, and that she would be emailing board members and others regarding the opportunity to purchase gratitude ads for the program.
  - Jon reminded the board members that auction items are due by August 15<sup>th</sup>.
5. Executive Director's Update:
  - Jon gave an update on the hiring of a new Operations Manager. He said he and Christin had interviewed several well qualified candidates and that he had extended an offer to one which has been accepted. We will wait until the new hire starts to make an official announcement.
  - Jon also provided updates on the Sustainability Hub hoop house and Green Central greenhouse work. For the hoop house, we are still waiting on the engineer to let Jake O'Farrell know whether we need concrete or ground anchors. For the greenhouse, several of the items needed for the evaporative cooler replacement are on back order from Conley's, so the exact shipping date is not yet known.
  - The most recent Produce Donation report was sent out to Board and Action Group members.
  - Finally, Jon asked all to make sure their volunteer time for 2024 was submitted and up to date.

6. Director of Programs Update:
  - Christin informed the group that we have hired our new seasonal Horticulture Assistant (Niki Weaver) and that she'd be starting on July 3<sup>rd</sup> and working until sometime around October.
  - Christin also noted that the peach tree that was donated by Greenhouse Garden Center in memory of Paul Abowd had been delivered and would be planted soon. Karen is getting a plaque made to dedicate the donation and the memorial.
  - Newsletter articles are due to Christin by June 30<sup>th</sup>.
  - Finally, Christin said she had set up automatic watering for the compost piles at the Hub to help alleviate time constraints.
7. CHS Ag / FFA Update: No update this month as CCSD staff are on summer break and unable to attend.
8. No other issues or concerns were raised and the meeting was adjourned at 3:10 pm.
9. Next meeting will be held July 25<sup>th</sup> at 2:30 PM at Green Central Classroom and via phone.