

The Greenhouse Project Action Group Meeting Minutes

Thursday May 30, 2024

2:30-3:30 PM

Meeting @ Green Central; Call in option 425-436-6326 Access Code 299827

1. In Attendance—Karen Abowd, Will Pierz, Cheryl Rotter, Jon Ruitter; Call in-JoAnne Skelly, Karel Ancona
2. Treasurer Vicki Crabb emailed her update because of a work conflict. Besides highlighting fund balances she confirmed Flower basket sponsorships for 2024 were \$15,615 (before paying out Cassinelli and purchase of additional brackets or signage). Plant Sales year to date \$8,277.92. She had billed 5 Grateful Harvest Dinner sponsors not yet paid but total sponsor commitments are \$55,500. Karen confirmed that the event had sponsorship commitments for every level.
3. Flower Basket details were provided by Executive Director Jon Ruitter. Jon had connected with the right contact at Public Works/Greg King regarding damaged light posts. They are back up; Miles Const brackets will be tightened. Casinelli will pick up baskets Monday June 3 in the morning and Will would verify time. Late sponsorship for Aguirres signage will go up in 1 week as sign had to be made. Will is documenting flower basket process protocol including fertilization. Jon installed Kilpatrick Bullentini bracket and her basket may be a petunia/nasturtium mix.
4. Plant Sale 2024 wrap up—
 - Clover devices were a failure and integration of shopify, inventory system and barcode printer a must before next season and needs to be decided upon by Fall of this year so we are ready. Dot system for pricing did work well for cashiers.
 - 3 cashiers worked well as did the location of cashier station backing up to bus yard which allowed better ramp access.
 - suggested that a volunteer should hold an arrow/barker sign at corner of Robinson and Saliman as State Track meet is always same day as the Plant Sale.
 - Bitter Root was a hit and their donation of duo acoustic music added to the positive vibe.
 - Face Painter and La Nova neck massages great but signage directing folks to them would be helpful.
 - Cheryl reported her new rule of thumb is 20 baskets /sale seems the right number; She did a wrap thank you to all who participated.
 - Plant inventory on sales—266 of 353 tomatoes sold; Half of eggplant sold; certain varieties documented sold out; 181 peppers of 240 sold out. Thermostat failure delayed germination but once detected remedied. Barcode labeling failed even after hours working with technical support. Suggested that time be spent in the Fall with Dan McClure on how to use the system.
 - 7 vendors were terrific and did week. 8th vendor cancelled at last minute.
 - Karels chicken/egg plant succulents again a hit!!
 - 6 raffle items made for successful raffle with over\$200 made on that endeavor
 - For marketing KOLO spot, Kilpatrick Bullentini billboard , Facebook promo, Karel's articlesAll made for a successful event.

-folks were pleasant and patient with having to write down all cc info to be processed Tuesday due to Clover failure. Processing Tuesday took hours working with technical support!

-Volunteers absolutely fantastic!!

-David Ruf donated 120 cardboard flats for which we are so grateful; In future it is time to order from ULINE to have some on hand for Native Plant sales.

-Christin and Will did a terrific job and volunteer events ahead of time cleaning site made set up day more stream lined.

5. Grateful Harvest Dinner 2024 update given by Karen. As mentioned earlier the event is fully sponsored. Karen will make a Board appeal on Monday for auction items due Aug 15 so Jon can set up auction site and Karen and Cheryl can do auction boards. Karen will meet with John Procaccini and Matt Farag next week on menu so it can be posted on EVITE ready for July 1 send out. Posters are made and will be distributed by June 18. PDF template sent to Jo Kilpatrick for billboard; graphics sent to Karel and Cheryl event promo and programs. JoAnne Skelly will work with Cheryl on formatting programs. Cheryl has reached out to Candi Ruf for scholarship thank yous and FFA student tank yous. Jon will do a thank you for auction items and Karen will due a welcome letter all with due date of Sept 1. Karel has 25 centerpieces and will send a picture for reference for Karen and Cheryl on table setup. Karel will coordinated with Edible Reno for best launch of event poster. Jon will create a QR code so Tara can put on PDF for Nashville's reader board so folks can use to be directed to site to buy tickets.

6. Executive Director Jon Ruitter updated the group on never ending issues with the new hoop house that the engineer now says require 2' oc not 4' oc posts increasing cost of construction. Jon will present to Board on Monday several options and cost difference for a decision on this issue as this donated hoop house is becoming a cost liability. He will check with Mark Rotter to double check engineers calcs. Re-skin materials ordered for greenhouse at GC. Caveat in contract makes it unfeasible for Jake to pick up and does not save the \$2900 originally thought. June the end wall with evap cooler will be installed; Fall install on the rest and students can go out to Sustainability Hun when this occurs. Seasonal position filled by Niki Weaver.. Jon reported one Clover device must be replaced.** Will said ideal time is beginning to middle of February to have system decided on and working **

7. Will Pierz gave his last Action Group update as he is taking on a new job June 14. Grateful for the 7 years he spent and advanced The Greenhouse Project mission and vision. We all wished him well. He said successful seeding going on as they are thinking ahead to fall planting. Farmers Market booth will resume in July. Will training Christin on the tractor. Paul Bigler/CCSD facilities is tractor contact and the availability schedule going well. Fertilization projects Will training team to do. Eddie will be the lead @ Sustainability Hub.. **Needed is a used truck with a tow hitch and perhaps trading in the refrigerated truck. Jon will look into getting an address for Green Central for deliveries. Karen suggested he contact AJ Feuling on this. Will said not much inventory left from Plant sale. He reported Emma's schedule is back on track after speaking with her Mom. Spring planting @ Foothill successful and looking good and good time management out there.

8. Director of Programs Christin Cohee was away on a family emergency.

9. AG/FFA instructor Lauren Gates did not submit a report as classes our out for the Summer.

10. No other issues brought up.

11, Next meeting Thursday June 27, 2024 @ Green central with call in option. Exec Director Jon Ruiters will run that meeting as Karen will be away.

12. Meeting adjourned at 3:30 PM.