

## The Greenhouse Project Action Group Meeting Minutes

Thursday February 27, 2025

2:30-3:15 PM

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

1. In Attendance- Karen Abowd, Christin Cohee, Jon Ruitter, AmeriCorp Erin, Dan McClure, Josh Hobson; Call-in—Karel Ancona, JoAnne Skelly, Katie Mitchell, Cheryl Rotter
2. Treasurer Vicki Crabb emailed her treasurers update. Flower basket sponsorship monies at \$13,500 and still waiting for Fox Brew Pub and Kaplans to send their sponsorships in which will get us to over \$14K. Casinelli submitted their billing \$11,615 which Vicki will pay end of March to beginning of April. Grow It Forward monies and Grateful Harvest Dinner sponsor monies are starting to come in.
3. Jon Ruitter started off the 2025 Flower Basket discussion and wrap up. He said that baskets are fully sponsored. He mentioned that Fox Brew Pub sent in form but not check and Karen said she would reach out to Jim and Melody for sponsor payment. Josh asked when baskets are hung and Christin said June 1 they are picked up by Casinelli's crew and are up til end of September. All things that worked are email reach out beginning in October, Kilpatrick Bullentini billboard exposure, banner over the street first week in January. Jon commented to a question that though we have returning sponsors we have new sponsors this year as well. Jon thinks that besides paying for new signage for new sponsors he only needs to order 1 wall mount bracket. Definitely a successful 2025 sponsorship campaign and Christin will post a Facebook thank you to sponsors.
4. Mothers Day Plant Sale/May 10 2025 discussion was started with Karen recapping notes from last years sale and what has been addressed thus far. Erin is working on City permit and when Christin has full vendor list she will submit application. Christin said vendors so far are Monarch Society, Found Essentials, Karel's barbed wire yard art, Bee City, Impressed Flowers by Kelly, and she has 2 or 3 other asks out there (knife sharpening, LaNova and 1 other). Those vendors will have a \$30 booth fee. TGP will have face painting and a photo booth as free activities. Jon will check with Bitter Root to see if they will play again this year. Christin has ROTC lot reserved. Cheryl has not received any medium size baskets from anyone yet but has a few from last year. Dan will help Christin on using barcoding for stickers thru Shopify. Karel confirmed doing chicken and egg cups. Christin said Peter Smith donating succulents for baskets but Cheryl said not all were usable last year so she will cull through them. Erin and Christin will do KOLO spot and Jon will arrange that. Karen and Jo and Tara have worked together and Jo has the artwork for the billboard. Karel requested a photo from last years sale which Christin will provide and Karel will do an article to promote the sale. Christin will promote on Facebook. Americorps Qiana is creating this years poster. Dave Ruf donating all 300 of cardboard flats needed for the event. \*Dan pointed out that he should receive a donation letter for \$1K as that is what that many cost.\* Karen mentioned that as it gets closer and this should be for March meeting volunteer training and set up and clean up schedules

need to be decided. Cheryl will do plastic clip on badges for volunteers. 5 tents will be enough provided by TGP (3), Katie (1), Jo (1). Vendors supply their own. Dan does have aa tent if we need it. Cheryl will bring her tables for baskets. We have 6 raffle items –Karen (2), Vicki (1), Cheryl (1), Karel (1), Josh (1) and Christin reminded us that the vendors compile a raffle basket as well. JoAnne asked about a first aid station and Christin said that the middle drawer in the breezeway between bathrooms has all first aid supplies. Erin working on Shopify site to prepare for early plant sales of early seedlings.\* Karen brought up food—she will bring the big jug of ice tea and Christin will check with Amy on getting sandwiches donated for volunteers. \*Still need coffee and something for morning for volunteers to snack on.

5. Executive Director Jon Ruiter updated the group. Jake (Thriving Roots) has hoop house under construction. Jon is waiting on Jake's quote for solar kit set up and then he will submit grant requests for construction cost reimbursement to Charis Foundation and Robert Z Hawkins Foundation. Jon is filling out Farmers Market application and Karen commented she will be there June and July selling tickets for the Grateful Harvest Dinner. Christin and Erin will do Earth Day at BGCWN and do the worm experience for the kids as TGP did last year and kids loved!. Jon submitted the produce donations to date and TGP is off to a great 2025 start.... 261.34 #'s valued at \$1,320.31 donation to food insecure!
6. Director of Programs Christin Cohee reported she is doing creative shuffling of plants in the greenhouse. She has had volunteer out from Roundabout Catering (Joey Goodman) and they want to send a volunteer once a month. Tremendous help! Christin feeling good about contract growing for Carson City Master Gardeners (750 native plants), Ripple (200 native plants). Lake Tahoe master gardeners have expressed interest as well. 2 summer camps have reached out besides BGCWN who annually do summer camp time at TGP. Christin expressed that she is stretched with Sam leaving to get work done at Foothill Garden. Karen asked Katie to coordinate with Christin on getting CTH and other volunteers to take that on. Dan also gave Christin a contact for master gardeners that need hours and specific tasks outlined for them to do at the site. Christin will put dates in an email to Katie so they can move this forward. Special Ed and Plant Science classes have been out to Green central every other week. Erin working on the Shopify site.
7. No Operations Manager's report from Sam Heward as she took a job with Moana Nursery in Minden.
8. No one from Ag/FFA attended the meeting nor was a report submitted.
9. Karen asked about when to send out the Save the Date on Evite and Jon said March 22 as that is 6 months to the dinner. Katie said CTH will be a Course sponsor.
10. Next meeting Thursday March 27, 2025 @ 2;30 PM @ Green Central with call in option.
11. Meeting adjourned at 3:15 PM