

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

Friday, 14 May 2021

Attendees: Joe Walker, Laura Steimel, Rebekah Davis, Cindy Platzer, Jan Carron, Justin Keay

Call to Order: Joe Walker called the meeting to order at 9:03 AM
Beka Davis confirmed Quorum. The Steering Committee met virtually on Zoom

Secretary's Report: Rebekah Davis- Steering Committee meeting minutes for Friday, 9 April 2021 were approved as written.

Treasurer's Report: Rebecca Poon- Joe Walker reported the net monthly change for April (\$11,964.78). End of April 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 discussed with the group the possibility of setting up an educational event spanning several county parks. Justin will followup with the Education Committee on this.

- MOMGA database status:

In the most recent update from Dr. Trinklein, the reporting website should be up and running by June. The website developer has had some family health matters that have completely derailed the timeline on this project.

- Status of ADA inspection regarding garden areas:

The 'ADA inspection' of the Extension grounds and building have been completed. Per Justin: no formal report/document has been issued but Alex took notes from his conversation and tour with the MU ADA compliance person. Suggestion is we schedule a time for Alex, Justin, Cindy and any other steering committee members who want to attend to tour the property and review.

- Ext. property opening policy regarding use of meeting room C and restrooms during MG workdays: Justin reported that a cleaning procedure will be in place to allow MGs to use room C's bathroom and will get this information to Joe Walker.

- MG online Level I class status:

There are 11 trainees on the "early" graduation list, who have completed the course and have signed the volunteer agreements. Others have until the end of May to complete. We will receive a complete graduation list by early to mid-June.

Committee Reports-

Membership: Waneta Parmenter, Bonnie Winkeler-

Joe Walker reported that Membership is responding to emails from MG's and Interns as required
MG Welcome Subcommittee- A tentative meeting has been scheduled to form team and review Membership year end procedures and extension requirements-

Plant Sale: Marsha Brown, Libby Wilson-

Joe Walker reported on the wrap up of the Spring Plant Sale. Sales tax remittal needs to be calculated. Gross revenue and expenses were mentioned. Net revenue looks like it will be above average.

Greenhouse: Laura Steimel, Nancy Torke-

Laura Steimel reported that new gravel will be needed in the greenhouse. Shade cloth will be applied in the next few days. The group discussed post plant sale cleanup and sanitizing.

Communication: Mary Medina, Mary Carey-

Monday Morning News: Mary Medina-

Mary Medina has added the Garden Spade link to the Monday Newsletter. CC/Route announcements through Joe Walker.

MG Website: Mary Carey-

Still looking for a co-webmaster trainee

Extension Facebook: Justin Keay-

The group discussed revision of "MG of the Month" to having a "Garden of the month" instead. Justin Keay will talk to Alexandra McKenney. The group also discussed posting on the MG Facebook and having it shared by the Extension Facebook (The group will discuss this further at the next SC mtg.) Joe Walker will send an email out for the June MG of the Month.

MOMGA News: Joe Walker, Waneta Parmenter-

Waiting on new database status not known. MOMGA newsletter to come out mid-month.

Demo Gardens: Cindy Platzer, Marsha Brown-

Cindy Platzer reported that regular Wednesday and Saturday workdays are being scheduled again. Garden Leads are fully staffed.

QR project input status: The QR code project is finishing up, recordings will be linked to YouTube.

Welcome Spot Project status: The welcome area has been put on hold due to location concerns regarding handicap accessibility. The next Leads mtg is coming up in June.

Speakers: Val Mertz-

May 27 speaker: Dr. Keith Duncan

Seeing the Unseen: X-ray Imaging in Plant Biology Above and Below the Soil Line

Val will need someone to introduce Dr. Keith Duncan as she will not be able to attend the beginning of the meeting. Please record the meeting for those who cannot attend.

June 24 speaker: Kelly McGowan; Field Specialist in Horticulture; University of Missouri Extension Master Gardeners of Greene County Demonstration Garden. Kelly will speak about their education ogardens. We hope to gather ideas from their experiences.

July Potential field trip to Blanchette Park, Val is still working on it.

August field trip scheduled to Faust Park to tour the Thornhill grounds starting at 5:00-6:30 PM followed by a short bussiness meeting.

Hort Line: Patti Kolek-

Joe Walker reported that the HL received 12 contacts last week. Justin made a Facebook video advertising HL on the Extension Facebook page. The HL is continuing to work from home on a call-in basis. Return to building status is inclusive, as is new Hortline training. If can get into office, will start scheduling HL volunteers and training new ones.

Education: Jan Carron-

Jan Carron reported on Education Committee mtg. Status of Dig-In recordings will remain available long-term to registrants. Nothing new to report concerning working with the library, though it is an interest of the Education Committee.

Digital Media Subcommittee: Zack Blair-

YouTube Channel activity was reported. Recent Video on “The Winter Pantry Beds” had a lot of traffic – top rated in our library for overall impression of content and % of views. Cindy Platzer commented that Del Moeller would be doing a video on each pantry bed.

QR code status:

10 of 24 QR codes have been created. Cindy platzer mentioned that she hopes to get them in place by end of May.

Other status and information reports-

St. Charles Historic Gardens: Terri Scheer-

Progress is going well. Volunteer roster is full. Bicentennial Programs have begun with the History of the Missouri Dogwood Program which was May 12 on site; more programs will be added and any that pertain to gardening will be shared through the Monday Newsletter for MGs.

Ad-Hoc Committee Reports-

Intern Welcome committee for St. Charles MG trainees:

Team consists of Joe Walker, Waneta Parmenter, Bonnie Winkeler, Jan Carron, Val Mertz and several interns. A proposed agenda of steps is being finalized, to organize communications between trainees and St Charles chapter. The goal is to provide a smooth transition from trainee to internship to MG status. Joe Walker Will submit for SC review when completed. 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:

Boys and Girls Club O’Fallon: Joe Walker reported that instructors and topics are identified. Instructors are planning and meeting weekly when possible. B&G club is prepping raised beds. Class starts June 17th.

Boys and Girls Club of St. Charles City: Raised beds are being readied and plants/seeds identified.

Review and communication of the long term and short-term goals of MG – deferred to next mtg.

New Business:

Renewal of Zoom account: Jan Carron reported a discount if renewed before end of May. The group approved the motion of expenditure of funds to renew the Zoom account subscription.

Cindy Platzer mentioned to the group about the ongoing drainage issue when mowing behind the buildings. Justin Key will bring the matter up with the Extension Council at their next meeting.

The St. Charles Farmers Market will be opening May 22 and we will have a presence there once a month per Patti Kolek.

Good of the Order:

Next SC Meeting Date: June 11, 2021, Joe Walker will look into reserving room C.

Meeting was adjourned at 10:41 AM

Respectfully submitted,

Rebekah Davis