**Planning Meeting Agenda** – *September 1, 2021 3:30 PM*

**Supervisors in Attendance**: Jennifer Casey (Chair) via zoom, James Cook, Allen Moore (Treasurer)

**Affiliate Members:** Joshua Rosenburg

**Other Staff:** Thea Baker (District Aide), Alison O’Donoughue (Urban Ag. Coordinator)

**Call to Order:** James Cook call to order at 3:44

**Moment of Silence/Pledge:**

**Chairperson’s Remarks:** None

**Public Comment:** Pete Tisdale with Matthews Design Group C.E. from UCF, water resource engineering, introduced himself. Has interest in sustainability and sustainable design.

**Agency Reports:** None

**Previous Board Minutes:**  1/20 Full Board, 8/18 Full Board

Tabled due to no in-person quorum

**Treasurer’s Report:** Allen Moore provided unofficial report. Down to $1,948. Be careful of spending over next month until we get next allocation.

**Old Business:**

* 2021 AFCD State Meeting Sept 9-10 - Allen Moore
	+ Allen canceled so nobody is attending, he received refund already
* 2021 Local Working Group Meeting on Nov 16
	+ Date is tentative

**Committee Reports:**

* S-Line Regeneration Project – Alison O’Donoughue
	+ Parks for Pollinators BioBlitz- Sept. 13-17th
		- Virtual event, using i-naturalist app that we will advertise on Facebook - Get people in community to act as citizen scientists to collect data.
		- Alison will be doing Facebook live videos. First one would be how to use i-naturalist app
		- Need someone to do a video with Alison, going to a park in Jax, to help identify pollinators
			* Herban Bee?
			* Someone from Zoo?
	+ Bioswale Work Day – Sept. 18th at 10am
		- Discuss change in date and time: Informally Allen Moore, James Cook and Jennifer Casey agree to change date to October 2nd and time to 9AM
		- Food from Cindy Corey; coffee, settings, and recycling center from Tiffany of Apple Rabbit; and water from Josh of NativeJax (need Alkavita?) Backup: use JEBP funds that have gone unused.
	+ Mulch spreading work day- set date and time for October
		- Need by the third grant reporting period, which covers October 1st through December 31st. The extension just adds on to final reporting period.
			* October 23 – tentative date
	+ SWAG proposal
		- Out of JEPB budget.
		- Allison to create a little spreadsheet/table of how much it will cost – to be sent before next meeting. 2 different sections:
			* Items we have to hand out in huge quantities at an event (bags – with post-its)
			* Tabling – more personal
		- November 18th event at Extension Office (luncheon) for ~200 people where we will need swag bags for.
* Start Farming
	+ Mentorship Workshop #3 Water Conservation at Congaree and Penn on Sep 10 –Just open to 15 mentees and half of them have already confirmed.
		- Josh is getting barrels beginning of next week – 16x55 gallon drums, need a place to store. Mentees need to be informed that they are needing to transfer a 55 gallon drum.
			* Jennifer to notify attendees
			* Josh to reach out to Congaree & Penn about potential storage there and to coordinate potential delivery
			* 1.5 hour tour, then under grapevines for workshops for as long as it takes. Share about water conservation.
	+ 2021 Start Farming Panel Discussion & Farmers Market – Ashantae Green
		- Annual Event, typically do it November
* 2022 Regional Envirothon on Mar 3 – Allen Moore – moving towards a live event, with provisions to modify to a virtual and/or cancelation if necessary

**New Business:**

* Cultural & Environmental Conservation Fair - Ashantae Green – tabled

**Requests for Service:** JUL (Jax Urban League) request for speaker, Merritt Creek PUD concerns – Dorothy has not reached out to Allen yet

**Public Comment:** None

**Board Member & Affiliate Comments:**

Discussion about mail for Jennifer Casey and about checks for catering for anniversary event

**Next Full Board Meeting:** September 15, 2021, Duval Ag. Extension Office

**Adjourn:** James Cook adjourned meeting at 4:59