



MISSION STREET PARKS
CONSERVANCY

TO: Members
Salem Parks and Recreation Advisory Board

FROM: Mission Street Parks Conservancy

DATE: October 7, 2023

RE: MSPC Report on Activities for the Period July 1, 2023, through September 30, 2023

The Mission Street Parks Conservancy is a 501(c)(3) organization dedicated to preserving, maintaining, enhancing, and interpreting Bush's Pasture Park and other iconic landscapes on and near Mission Street.

The MSPC Board began a significant transition in July, with the election of Maureen McGee as Board President. Maureen succeeds Christine Chute in the role. Current leadership is as follows:

- Maureen McGee, Chair
- Kathy Savicki, Secretary
- Gretchen Carnaby, Treasurer
- Patti Sieg
- Michael Weber
- Emily Standish
- Julia Battle

Preserve

Rose specialist Elaine Sedlack has been working with MSPC to identify Bush Park old roses throughout year and, between March and mid-September, volunteers have planted 38 new roses in the Tartar Old Rose Collection. Other new and replacement roses are still on order to be delivered later. Weeding and edging in this area continues, and plans are to mulch the southern half of the old rose collection potentially in early to mid-October.

We continue to coordinate with the Salem Central Association of Neighbors (SCAN) on this work.

Maintain

The Tuesday Gardeners were hard at work each week this summer on routine but important maintenance projects. Given the season's heat and drought, volunteers conducted regular hand watering to protect new plantings and other specified plants—largely protecting them from the warm weather. Other major tasks included weeding, edging and mulching in various gardens, renovation of tree circles, removing suckers, thinning shrubs, and other detail work.

Enhance

Construction on the Woodland Garden started in earnest this period with the City removing trees and shrubs and engaging in other preparatory work. MSPC is in the process of ordering materials to begin the next steps in the



MISSION STREET PARKS CONSERVANCY

project, including stone cobbles for edging paths. We anticipate the project to continue to stay on schedule for completion in late 2023, early 2024.

As of mid-September, MSPC had received \$38,370 in donations out of a budgeted \$44,596 for the Woodland Garden project. MSPC is incredibly thankful to our generous donors for this support!

Interpret

The MSPC Board is continue to work on plans for temporary signage to identify the work being done in the Woodland Garden, and permanent signage for that space. Work also continues to add new signage identifying the varieties of Old Roses in the Mae Tarter Old Rose Collection.

Plant Sales

The MSPC Summer plant sale was held in coordination with the Salem Air Fair & Festival on July 21 through July 23. Final proceeds for the summer sale were a decrease from previous years, totaling \$4,487.69.

MSPC gives our sincere thanks to all of the hardworking volunteers who helped to plan and run the July event, as well as to our amazing growers and vendors: Egan Gardens, SeaDance Nursery, Van Hevelingen Herb Nursery, Garden Thyme Nursery, and Michael Slater.

The summer plant sale is a major fundraiser for MSPC and is one of two plant sales we do annually. As we look forward to 2024, we appreciate the ongoing and very positive discussions with the Salem Art Association for how we can continue to coordinate going forward given their recently-announced decision to move the Art Fair to September.

Community

In late August, the Tuesday Gardeners had a fabulous trip to the Eugene area to visit the garden of Tom Beatty, Salem's former Horticulturalist, and to visit the Owen Rose Garden with a guided tour of the special old roses by rose specialist Elaine Sedlack.

Each week, MSPC's fantastic volunteer coordinator, Emily Standish, shares calendar listings for local social, plant-related and educational events with our Tuesday Gardeners. MSPC is extremely grateful to Emily for her work enhancing the sense of community among our large group of dedicated volunteers and friends!

Attachments: Four Photos by Jim Schomaker



MISSION STREET PARKS
CONSERVANCY



Tuesday Gardener volunteers cut an entryway through the hedge into the new Woodland Garden space.



MISSION STREET PARKS
CONSERVANCY



Casa Blanca Lily blooming in the Bush Park gardens in August.



Rose specialist Elaine Sedlack (right) guiding MSPC's Tuesday Gardeners on a tour of the Owen Rose Garden in Eugene.



MISSION STREET PARKS
CONSERVANCY



Naked Lilies (*Amaryllis Belladonna*) showcasing their beautiful blooms in mid-September. These plants are located on the north side of the Bush Park Conservatory.



MISSION STREET PARKS
CONSERVANCY

Board Meeting Minutes
June 23, 2023

In Attendance

Gretchen Carnaby
Christine Chute
Gary McKuen
Kathy Savicki
Patti Sieg
Michael Slater
Emily Standish

1. **Agenda:** Christine called the meeting to order via Zoom. Agenda approved.
 2. **Minutes:** Minutes for the April meeting were approved unanimously as written.
 3. **Financial:** Gary reviewed the end of May financial reports. All were reminded of the need for receipts when submitting bills for reimbursement.
 4. **Volunteer Coordinator:** We continue to have a good turnout of Tuesday gardeners. Bill is working on a Deepwood tour and picnic for the group.
 5. **Garden Manager:** Mike reported that some of the older plant material near the ravine is dying, possibly from reduced watering in the adjacent meadow and oaks. It is challenging to establish new plant material in beds where trees absorb the water. Replacement planting in the island beds south of the art barn and north of the conservatory is planned for January and February. Brian French has completed pruning 25-30 trees, with more to be done in September. At the City's request, we have agreed to contract with him to start rejuvenation pruning of the wisteria on Bush House. We anticipate needing to contract with him for 4-5 days a year over the next 4 years or so. The City will begin removal of trees in the Woodland Garden area after July 4. We have azalea lacebug on the new rhododendrons in the ravine; Brian Smith will research how to treat it.
4. **Old Business**
- **Plant Sale:** Kathy reviewed the report on the successful April sale. There is unanimous agreement that sharing the Park with the Awesome 3000 made for a festive event and increased our foot traffic. The Board agreed with the plant sale committee's recommendation that we rent a truck to transport our set-up equipment. Board members agreed to provide snacks for volunteers at the summer sale, for which planning is well underway.
 - **Donor Party:** Christine reviewed feedback from the planning committee.
 - **Website updates:** Christine is willing to continue identifying needed improvements; Mike will make the edits. Gretchen will work on updating the section that describes areas of the Park.

- **Woodland Garden Funding:** We have received \$2000 from OCF on behalf of the Oregon Parks Foundation, which brings us to 42% of what we need to raise. Potential major donors were identified and Board members agreed to make contacts. Once we see what that yields, we can move money from our general funds for the project.
- **Fundraising letter:** Gretchen will draft a general funding request to mail out in July.
- **Board recruitment:** We identified potential recruits for the Board and members agreed to do outreach.

5. New Business

- **Newsletter:** Articles for a July newsletter were identified and assigned.
- **Leadership transition:** Working from Christine's task list, responsibilities were spread among Board members to accommodate her resignation. Christine agreed to continue as liaison to SCAN and the Bush House Advisory Committee. She will continue to receive our minutes. Kathy moved and Gretchen seconded appointing Patti Sieg as a new Board member.; motion approved.

Next meetings: TBD



MISSION STREET PARKS
CONSERVANCY

Board Meeting Minutes
July 18, 2023

In Attendance

Julia Battle
Gretchen Carnaby
Maureen McGee
Kathy Savicki
Patti Sieg
Michael Slater
Emily Standish
Mike Weber

1. **Agenda:** Maureen called the meeting to order. Agenda approved with additions.
2. **Elections:** Kathy moved and Patti seconded approval of the following slate:
New Board Members: Julia Battle, Emily Standish, Mike Weber
Board President Maureen McGee.
Motion carried.
3. **Minutes:** Minutes for the June meeting will be circulated via email for approval.
4. **Financial:** End of June financial reports were circulated. We will ask Gary to review them in detail for new members in August.
4. **Volunteer Coordinator:** We have a number of new volunteers for the plant sale.
5. **Garden Manager:** Mike reported that the City Arborist has approved tree removal for the Woodland Garden – that work and pruning of one crab apple in that area will be done after Art Fair. Landscape beds are looking pretty good, and with assigned watering teams we are keeping the new plant material alive through the dry summer. There are concerns about how bad the Rhododendron Hillside is looking; although it is out of our area of responsibility we will ask Brian if there is a way we can help.
6. **Old Business**
 - **Fundraising appeal:** the letter is in process.
 - **Bill paying rules:** Gretchen explained the need for receipts to new board members.
 - **Newsletter:** This is to go out tonight.
 - **Plant Sale:** Planning is on track for the weekend sale. We have fewer vendors and less Egans stock available this year, which will reduce proceeds.
 - **Woodland Garden Funding:** Maureen has identified potential individual and business donors, who are asking for a formal letter describing the project and how donors will be recognized. After discussion of mounting a plaque listing donors on

or near an entrance archway, Mike agreed to look into historic design options for a metal arch.

5. New Business

- **Board leadership transition:** Maureen reviewed the list of who needs to be notified of the transition from Christine. Kathy will work with Christine to develop a comprehensive list of annual tasks and reporting. New Board members will receive copies of the Board notebook material electronically and will have access to our Dropbox files. Board policies will be sent out for review with signatures pages circulated at our next meeting. New members shared the skills and interests they bring to the Board.

Next meetings: August 9, 12-2.



MISSION STREET PARKS
CONSERVANCY

Board Meeting Minutes
August 9, 2023

In Attendance

Julia Battle
Gretchen Carnaby
Maureen McGee
Kathy Savicki

Patti Sieg
Michael Slater
Emily Standish
Mike Weber

NOTES	ACTIONS
1. Agenda: Maureen called the meeting to order and reviewed the agenda.	
2. Minutes: Mike Weber moved and Gretchen seconded approval of minutes for the June and July meetings. Motion carried. Emily requested that minutes be formatted to highlight items requiring follow-up action.	Kathy to reformat minutes.
3. Financial: Due to Gary's absence, detailed review of financial statements is postponed until next month. Mike alerted the group that he expects to request moving unused funds from the mulch budget to purchase additional plants this fall.	
4. Volunteer Coordinator: <ul style="list-style-type: none">Covanta has asked about opportunities for employees to volunteer with MSPC, and also indicated interest in providing financial support. After discussion we agreed on the need for a consistent policy regarding corporate support, including how we recognize donors.ODHS has inquired about our ability to provide volunteer opportunities for adults with disabilities. We discussed our limited ability to provide supervision.Patti will host a potluck picnic for Tuesday Gardeners on Aug 27 from 4 to 7.We need to recognize work by Chet and K.C. on the rose garden signage – to be done at the annual volunteer appreciation dinner.	Mike W will contact Covanta to learn more about their interest and inform them of the delay while we develop policy. Mike S will draft a policy. Patti will talk with ODHS. Emily will notify TG's
5. Garden Manager: Mike reported that considering the heat and drought the Park looks good. Volunteers are watering each week and we haven't lost any of the new plantings. Brian has agreed with the suggestion that we add a small new peony bed in an area that has been planted with tulips and annuals.	Patti will contact Adelman's and develop a design for the new peony bed.

<p>6. Old Business</p> <ul style="list-style-type: none"> • Fundraising appeal: The appeal for the Woodland Garden went out on June 6 and we received some immediate donations, including one for \$15,000. The next appeal will be in November., • Newsletter: This has been delayed by the complexity of addressing the climate change challenges for the Park. • Plant Sale: Attendance and sales were significantly down this year. The committee will meet soon to debrief. Mike W and Maureen will meet with SAA staff to discuss the reduced traffic flow and thoughts about layout for next year. We will seek storage space for plant sale materials. • Website updates: Mike S has made changes based on Christine's review. • Woodland Garden: The city tree crew is to begin work, and Brian is urging the city staff to get moving on installing irrigation and pathways. He is requesting a quote for also adding irrigation north of the Conservatory. • Leadership transition: Maureen reviewed the many notifications and meetings underway to inform all of our community partners of the transition. Mike S suggested also arranging a Park visit with Linda Nishioka. • Board policies: Board Members reviewed and signed their agreement to abide by Anti-Harassment, Whistleblower and Conflict of Interest policies . • Legal Community Volunteer Opportunity: Maureen is putting this together for fall. 	<p>Mike S will get the newsletter out.</p> <p>Kathy will convene committee. Maureen will schedule meeting with SAA. Kathy and Mike W will contact storage facilities.</p> <p>Mike S will put together options for the entry archway.</p> <p>Maureen will coordinate date and tasks with Brian and Amanda.</p>
<p>7. New Business</p> <ul style="list-style-type: none"> • Insurance: We need a new Directors' and Officers' liability policy. If we rent a truck, the charge needs to be on the MSPC charge card for the liability coverage. We will need to purchase collision coverage. If we rent a storage unit we need to add a rider for that location. • MOU with City of Salem: The MOU expired July 31, but continues in effect as written. We identified a few technical corrections to reflect current practice, but agreed to request no major changes at this time. We have an interest in more active involvement with the Rhododendron Hillside, but will address that by requesting that the City collaborate with us on a 5 year 	<p>Maureen is doing the application and will receive updated quotes from our agent.</p> <p>Maureen will address renewal when she meets with Jennifer.</p>

Mission Street Parks Conservancy
Board Meeting Minutes for August 9, 2023

<p>plan to transition that area to be more sustainable.</p> <ul style="list-style-type: none">• Educational Programming: Julia has contacted staff at SAA re collaboration. She is reviewing the science curriculum for Salem-Keizer schools to see what topics might be of most interest. She suggested adding some temporary signs regarding birds and other wildlife in trees.	
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Standing meeting time: Second Wednesday, 12:00 to 2:00

Next meetings: September 13, 12:00 -2.:00