

Greenhouse Committee Meeting Minutes, February 16, 2017

The meeting started at 1:36 p.m.

Present: Amy Hilske, Edgar Cahoon, Lance Meinke, Matt Anderson, Scott Sattler, Anne Streich, Hector Santiago, Stephen Wegulo, **Absent:** Alan Christensen, Keenan Amundsen, James Schnable

Approval of Minutes of November 08, 2016 Meeting

Cahoon moved to approve the minutes of the November 08, 2016 meeting; Meinke seconded. The minutes were approved with no objections.

Discuss whether to provide or publish individual users' data (fees, space, etc.) for greenhouse and growth chamber space

Wegulo let the group know that there was recently a request to see raw data for all users. The group discussed whether the data (invoices) should be published for public viewing or if they should remain confidential. Santiago mentioned that the committee members have access to any data that may be needed to do their work and that if at any time individual data is needed; it can be provided.

Santiago and Hilske are working on putting together graphs, which were discussed at the end of the meeting, for tiers of service that show usage, revenue, and occupancy rates. Both plan to update these monthly so that there is a summary that can be provided. In addition, the business center provides a summary of the monthly invoices that are available and can be provided.

After discussion regarding transparency, need of information, rate concerns, and security issues the group took a vote that was initiated by Wegulo. Streich motioned to vote that the rates and invoices should remain private, but will be available to the committee if needed. Meinke seconded the motion to vote. The group then voted and majority ruled that the rates and invoices should remain private, but will be available to the committee if needed.

Action Item: Wegulo will send the committee's decision and explanation to the individual that initially requested that data be published and will courtesy copy the department head.

Project updates – Amy Hilske

No new projects have started in 2017; instead, projects are being finished from 2016 and are on track for completion.

- The three new large growth chambers that were purchased and installed in late fall of 2016 came on-line as of February 1. There was some delay due to the humidifiers not working properly.
- Finishing up on the benches that had been purchased and installed
- Coming new in May 2017 are new shade cloths for greenhouses
- Upcoming projects for 2017 based on NRI Funds:
 - One new growth chamber for the beadle center, which includes new LED lights.
 - Second autoclave for east campus would like to be purchased in 2017.
 - Hilske estimates that this will cost \$55,000. It was not anticipated that it would be put in plant pathology, but a possibility could be AGH4 due to a steam line near another room that could be used.
- Polycarbonate replacement on beadle center greenhouse was not completed in 2016 due to a contractor issue. It is now planned that BSM will complete this item in the spring of 2017.
- By the end of June, Hilske will have used up the CIPF improvement funds and then the account will be closed. Moving forward the reserve account will be used for any improvements.

Streich initiated conversation around the greenhouse evaluation process and next steps. Hilske and Santiago met with Ron Yoder and Donn Ladd. During the meeting Yoder had some questions and would like Hilske and Santiago to come up with a plan for what would happen in the future if all greenhouses were torn down and if the utility infrastructure would be there if a rebuild were to happen. This conversation with Yoder will help mold a long-term plan for the greenhouses on whether to rebuild or renovate.

Action Item: Santiago will propose an invite to Ron Yoder to attend an upcoming committee meeting so that the group can express thoughts or concerns regarding long-term plans and needs for the greenhouses.

Policies Information Sheet update – Amy Hilske

Information sheet was reviewed and it was noted that it was not completed or finalized. This document sets some basic guidelines for greenhouse users, which includes sanitation, how to request space, user responsibilities, and building security. Hilske plans to use the document for the NIC greenhouses as well.

Growth Chamber Cleaning & UNL Greenhouse & Growth Chamber Policies and Procedures – Amy Hilske

A consequence section has been added to the policy per request of the committee during the November 8, 2016 meeting. The group discussed removing the fines and adding a training session for the second offense and termination of access for PI for the third offense.

The plant pathology section will be completed once Hilske receives the information she needs from colleague.

It was mentioned that there are 45 growth chambers and 6 of them will be taken offline this year. Four of them are in a backroom of AGH4, one hasn't been used, two have started to short out, and there are two in the main hallway of AGH4 that will be taken offline due to the compressors going out. This leaves roughly 39 growth chambers. Hilske will include tier and amenity information for each growth chamber and plans to attach it to the policy along with posting it on the website. Same information will be provided for the greenhouses.

Action Item: Hilske to provide finalized policies two weeks before the next committee meeting via email to the members for review. The policies will be added as an approval item for the next committee meeting.

Brainstorming on relevant topics for next year – open discussion

Cahoon mentioned it would be beneficial to create a vision or roadmap for the greenhouse projects coming up.

Other Business:

Hilske updated the group on how day-to-day operations are going; new technician started the week of Feb 13, 2017, which caused two students not to come back for the semester. There are currently five technicians. She mentioned that staffing is in good place at this time. The greenhouse managers have operations under control and have open communication with Hilske and meet formally once a month, but do talk via phone on a daily basis for the most part.

Hilske showed the committee a PowerPoint that showed summary information regarding usage, revenue, and occupancy rates for each tier. Santiago suggested that if the committee thinks that this is valuable information, it could be shared within the group internally.

The next two-committee meetings will include touring the beadle and east campus greenhouses.

Next meeting date: March 30, 2017 - group will meet and then tour the beadle greenhouse.

Meeting adjourned 2:35 p.m.