

Goldenrod Community Garden

MINUTES

Board Meeting for 13 November 2023, 7:30pm

Agenda:

1. Roll call: Andrew M, Barbara S, Diane M, Patrick W, Sara C, Tanya S.
Regrets: Hazel G, Parminder D.
2. Review and approval of Minutes: [23 October 2023](#) – Approved with suggested changes
3. Adoption of the agenda: Adopted
4. Reports from Committees:
 - a. Bullman Garden Liaison (Patrick / Sara)
 - CGN agreement signed
 - Insurance application drafted
 - Cheryl S volunteered to spread the word about the Bullman garden
 - b. Communications (Parminder)
 - c. Compost (Andrew with support from Sara and Patrick)
 - Members continue to add to the compost bins
 - Leaves were added to the vermicomposter, it is ready for the winter
 - Diane will transfer remaining mushroom compost to bin 3
 - A future project proposed by Sara is to teach people how to compost in their households
 - d. Events (Patrick)
 - e. Fundraising (not active this year)
 - f. Garden Coordinators (Parminder / Diane)
 - g. Membership (Barbara with support from Patrick)
 - The year for the plot waiting list on the website was changed to 2024
 - h. Pollinator Garden Liaison (Hazel with support from Diane)
 - Hazel is collecting seeds for storage
 - Grass in the second pollinator garden is being weeded in preparation for the spring
 - i. Properties (Andrew):
 - Per Barbara's Oct 29 email, fencing was completed that day around Phase 2 water tanks
 - Tarp was placed over the new shed due to leaky roof; a trough will be installed in the spring
 - Water remaining in some tanks will be emptied
 - Rain barrels will be emptied and stored in the shed
 - The can of stain will be placed in the shed unless Kimo elects to take it home
 - j. Treasurer's report (Tanya)
 - At a future meeting, Tanya will recommend a targeted amount for the reserve fund surplus and will make a suggestion for plot rental fees for 2024
 - k. President's report (Sara)
 - Sara can now access the president's email address.
5. Carry forward agenda items

6. New business
 - a. Update plot map with second pollinator garden and bike rack
 - Agreement to add the second pollinator garden and the second tool shed to the plot map, but not the bike rack
 - b. Survey
 - Scant response received for the survey to members that was included in the November newsletter. The original deadline of November 13 will be extended by a week. Patrick will update the form, Barbara will send out a brief message to the members.
 - Just Food's survey is due on November 15. Patrick resent the link to the Board members. He and Sara will consolidate the answers received.
 - c. Tall structures
 - Any structure taller than four feet will be laid flat for esthetics and safety reasons
7. To note from Action items (below)
8. Next meeting: Monday, December 4 at 7:30 pm

Action Items

Action	Assigned	Status
1. Barbara will send out a brief message to the members with a link to the survey, extending the deadline by another week.	13-Nov-23	In progress
2. Patrick and Sara will finalize Just Food's survey, due Nov 15.	13-Nov-23	In progress
3. Patrick will take down all plot structures taller than four feet.	13-Nov-23	In progress
4. Sara will contact Hazel to see if she wishes to be on the Board. As a representative for the pollinator gardens, she can forward updates when required.	13-Nov-23	In progress
5. Sara will ask Kathleen if she wishes to add the second pollinator garden and the second tool shed to the plot map.	13-Nov-23	In progress
6. Andrew will remind Kimo about sharpening the lawn mower blade and will inquire what he intends to do with the stain in the new shed.	13-Nov-23	In progress
7. Andrew will calculate how many litres of water were used this year.	13-Nov-23	In progress
8. Diane will research rental or loan of equipment for the next hybrid meeting in case HCA can't lend out theirs. Barbara suggested checking with the Ottawa Tool Library or garden members.	13-Nov-23	In progress
9. Parminder will prepare a calendar of events in an effort to get people more interested in volunteering for the Board and committees; this might help determine their schedule. She will prepare it once she gets access to Facebook where it will be posted.	21-Aug-23	In progress
9. Barbara to close the Google Inbox account.	26-Jun-23	In progress

Action	Assigned	Status
10. Tanya informed the donated bee house must be cleaned carefully every year. It is preferable to bundle together hollow stems where bees can nest, then throw them out every year.	03-Oct-23	Complete

Upcoming business	Assigned	Date to revisit
1. Treasurer's annual planning: Suggest plot rental fees for 2024 and decide what is a reasonable surplus for the reserve fund	17-Oct-23	Winter
2. Properties Committee: Kimo will design a map to break down the mowing chore to help balance the task.	03-Oct-23	May 2024
3. Properties Committee: Need a system to channel the water into the rain barrel at the new tool shed.	03-Oct-23	Spring
4. Properties Committee: Levers missing on two rain barrels, might have broken – new taps are being considered. The ends of the hoses screw off, so it's a non-issue. Platform needs to be leveled as well so that both secondary tanks get water.	03-Oct-23	Spring
5. Properties Committee: Add hatches to the fencing so that water tanks can be more easily accessed without risk of injury or getting drenched.	13-Nov-23	Spring
6. Events Committee: Rent a room in the spring for a seed and seedling swap event.	03-Oct-23	Spring
7. Barbara will investigate a new sign-up software as Sign-up Genius now contains dubious links	21-Aug-23	Complete
8. Put cardboard and landscape fabric under the bike rack to control weeds. Do the same under the bales of straw.	13-Nov-23	Spring
9. Sara proposed teaching members how to compost in their households.	13-Nov-23	Spring