

Goldenrod Community Garden

MINUTES

Board Meeting for 23 October 2023

Location: Royal Oak, 1217 Wellington St.

This was the first meeting of the new Board of Directors that was nominated at the Annual General Meeting of 17 October 2023. The main purpose of this meeting was to assign roles.

Agenda:

1. Roll call: Barbara S, Sara C, Parminder D, Diane M, Patrick W, Andrew M.
Regrets: Tanya S, Hazel G
2. Review and approval of Minutes:
 - a. [10 October 2023](#) – Approved
 - b. [17 October 2023 - AGM](#) Draft for posting – will be put forth to the membership for approval at the next general meeting. Approval of the draft for posting deferred to the next board meeting, a correction was suggested to the name of the participants at any GCG meeting: only the first initial of the person's surname should be posted on the website. This should be applied henceforth to all Board of Directors and general members meetings.
3. Adoption of the agenda: Adopted
4. Reports from Committees: *Deferred*
 - a. Communications
 - b. Compost
 - c. Events
 - d. Membership
 - e. Properties
 - f. Treasurer's report
 - g. President's report
5. Other action item updates: (as per list of action items from previous minutes)
6. New business:
 - a. Identify the roles of the new Board members:
 - President: Sara C
 - Secretary: Diane M
 - Treasurer: Tanya S
 - Registrar: Barbara S with assistance from Patrick W
 - Bullman Garden Liaison: Patrick W and Sara C (with Linda B as additional garden coordinator)
 - Communications Liaison: Parminder D
 - Compost Committee Liaison: Andrew M (with support from Sara and Patrick)
 - Events Committee Liaison: Patrick W
 - Fundraising Committee: not active this year
 - Garden Coordinators: Parminder D and Diane M
 - Membership Cttee Liaison: Barbara S

- Pollinator Committee Liaison: Hazel G
- Properties Committee Liaison: Andrew M
- b. Research rental of equipment for next hybrid meeting in case HCA can't lend out theirs - *Deferred*
- c. Fall workday and garden clean-up: Email was sent to members stipulating Saturday, October 28 as the workday.
- d. October newsletter - *Deferred*

7. Discussion

- The new Board members were offered a brief summary of GCG's relationship with Just Food and the financial support offered by them.
- They heard how the Board operates, and that a Standard Operating Procedures document was created to assist with operations and the turnover of directors. A timetable of seasonal tasks can also be found in the Google Drive Board and Governance folder.
- Budget was explained, e.g. the source of revenue (plot rental, Just Food, uOttawa grant).
- New members were updated about the arrangement with Richcraft for the creation of the Bullman garden.
- Tasks planned for months ahead will be tracked in the Upcoming Business table copied below, with an additional column titled 'Review Date' or similar. The change will appear in the agenda for the next meeting.

8. Next meeting: Monday, November 13 at 7:30 pm

Action Items:

Action	Assigned	Status
1. Barbara will send a reminder to people to renew their membership as Friends of the Garden.	03-Oct-23	Completed
2. 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
3. Barbara will close the Google Inbox account.	26-Jun-23	In progress
4. Tanya reached out to her contact to see if the donated bee/insect house is good for the bees/insects/garden. Awaiting feedback.	03-Oct-23	In progress

Upcoming business	Assigned	Date to revisit
1. Properties Committee: Kimo will inform at the end of the season when he's ready to have the lawn mower blade sharpened.	03-Oct-23	after garden close 2023
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	03-Oct-23	Spring

Upcoming business	Assigned	Date to revisit
rain barrel at the new tool shed.		
4. Properties Committee: Fencing planned around the water tanks by the new shed.	03-Oct-23	Garden close 2023
5. Properties Committee: Levers missing on two rain barrels, might have broken – new taps are being considered.	03-Oct-23	Spring
6. Events Committee: Rent a room in the spring for a seed and seedling swap event.	03-Oct-23	Spring
7. Review annual fees for 2024	17-Oct-23	Winter (annual planning)
8. Decide what is a reasonable surplus for the reserve fund	17-Oct-23	Winter (annual planning)
9. Research rental of equipment for next hybrid meeting in case HCA can't lend out theirs	23-Oct-23	Spring
10. Barbara will investigate a new sign-up software as Sign-up Genius now contains dubious links	21-Aug-23	Spring