

Goldenrod Community Garden

MINUTES

Board Meeting for 27 September 2022, 7:00pm

Location: Google Meet

1. Roll call: Sara, Barbara, Matt, Tanya, Susan
(Carmel and Martin on leave from the board)
2. Adoption of the agenda - adopted with changes
3. Review and approval of:
 - September 7 minutes: approved
 - September 13 minutes: approved
4. Open Action items carried forward:

Action	Assigned	Status
1. Membership committee (Barbara) to draft guidelines for enabling key volunteers to be guaranteed access to a plot, and add this to the SOPs	07-Apr-22	In process
2. As part of AGM notification, Barbara to prepare a reminder to members who haven't renewed in 2022 to renew their membership prior to the AGM	19 Jul 22	Has been requested, notification to go out on Sept 28 th
3. Events committee to put together a plan for the work that needs to be done in preparation for the AGM as a google doc and share with the board.	19 Jul 22	Draft prepared (Susan's excel sheet)
4. Membership committee to prepare a membership survey to send to the members. Just Food has provided questions.	19 Jul 22	In progress – still needs some work. ETA end of October
5. Susan to send update to OHS on status of 2nd PG	7 Sep 22	Complete
6. Susan to draft update to NCC about status of 2nd PG	7 Sep 22	Sara has sent request to Moe to have NCC confirm PG#2 location, but no response
7. Barbara to send notices to Friends of the Garden.	13 Sep 22	Repeat of item 2. Will send as follow

		up to AGM invitation.
8. Susan to update 2021 presentation and send out link to Board members.	13 Sep 22	Done – but further inputs needed
9. Include a survey question on volunteering for annual membership survey.	13 Sep 22	done
10. Susan to add slide on volunteering to the AGM presentation.	13 Sep 22	Placeholder slide has been inserted
11. Matt to look into renting a wood chipper to chop up our compost contributions after garden closing	13 Sep 22	Matt emailed them, but no response
12. Tanya to provide cheque for AGM room booking	20 Sep 22	In process
13. Tanya to provide preamble for updated bylaws	27 Sep 22	
14. Barbara to draft message to members/PropCom re closing weekend and final build effort for the next newsletter	27 Sep 22	

5. Reports from Committees (detail by email):

a. President's report (Sara):

Composting - signs have been updated. Un-chopped contributions are being gathered in the centre bin. The compost quality looks good and aerobic composting looks likely (no methane), however, due to the size and construction of the compost bins, temperatures may not be high enough to kill seeds. Composting team members have cut up row cover for use

No update on water sources

Have emailed Richcraft to see if there is any update in advance of the AGM

Have not received a response from JF regarding confirmation of the PG#2 location.

Have coordinated membership committee volunteers to draft the annual survey.

Spoke to the beekeeper and let her know we support her, and she can provide us updates, but we don't have time to be involved. She plans to reach out to JF to see about permission.

b. Treasurer's report (Tanya): no change from last meeting.

c. Properties (Barbara)

- i. PropCom met and discussed completing the build. Dietrich has put together a list of items that need to be purchased. Total is within the budgeted amount, and he has been authorised to go out and purchase them. Plan is to complete the build during the work day on 22/23 October - we estimate that 4-6

volunteers will be required for this. Barbara will communicate the plan to the Propcom.

- ii. Rainwater harvesting - The students provided a preliminary report and are now adding more detail to the preferred approach (a cascading set of rain barrels). We have requested an extension to the funding, which should allow us to install in the spring. Waiting for a response from UOtt.

d. Membership (Barbara)

- i. No update

e. Fundraising - U Ottawa Grant (Susan)

- i. A report on rainwater harvesting options was received and reviewed by Propcom, they provided feedback, and updated report is expected next week.
- ii. We can get different students now to help with the seating if we want to. However they will need supervision. Preference would be to complete this by December, as extension to 2023 not confirmed. Susan will follow up with UOtt.
- iii. For rainwater – supply of materials may be an issue in the fall, would be better to install in the spring if an extension to 2023 were possible. If not, we can procure what we can now for spring installation.
- iv. If we can procure soil for the PG#2 now, then no need to extend funding for PG.

f. Events (Susan, Matt)

- i. No Eventcom update

g. Pollinator Garden (Susan)

- i. No update

h. Garden coordinators (Matt, Susan) – No update

i. Communications/volunteer coordination (Matt) – No update

6. Ongoing business:

a. AGM planning:

We have location and date, need to pay for it by Sunday – **Tanya to write cheque and circulate for signature by Thursday. Two RSVPs received for in-person attendance. No one has been nominated to the board yet. The next notification will highlight this need and encourage nominations. Most slides are filled in but need some formatting. The next communication (due out on 28th Sept, by Matt) will include links to agenda, bylaws, and draft minutes of last meeting. **Tanya to provide brief preamble for bylaws for TOMORROW. Plans are proceeding as needed. Agreed on a slide deck to be completed by next week, and a meeting on Tuesday to review it and prepare for the meeting.

b. Pollinator Garden #2:

There is no response from JF about location for PG#2. Therefore, we will proceed as communicated to JF. PG-Com may be able to procure the soil and create the PG bed this fall, but all planting will be pushed to spring 2023. OHS told Susan they can provide plants in the spring. Susan may provide some pictures for the OHS bulletin by October (for November issue).

c. Closing day:

The last newsletter asked people to clean their plots by the 16th, with the garden cleanup and close scheduled for the following weekend, including compost shredding and winterizing of water tanks. The PropCom will also complete remaining build work that weekend. **Barbara will compile email and send it out. *Matt will include an update and reminder in the next newsletter, scheduled for the end of the week prior to the AGM. Susan was informed of a member who is away, and will only be able to close their plot in early November (contacted via Evan). Barbara has responded to Susan, and will follow up through Evan.

7. New business:

- Just Food celebration on Oct 2nd. Likely no attendance from GCG.
- Susan needs to drop off pots for JF but needs a location.
- Suggestion noted that we should all review and update SOPs before the end of our term, to make sure they are up to date, complete and accurate.
- Suggestion to do an in-person meeting with the new board to handover, welcome them.

8. Adjournment – meeting adjourned at 8:10. Next meeting scheduled for Tuesday October 4th at 7:45 to review AGM presentation.