

Goldenrod Community Garden

Minutes

Board Meeting on January 31, 2023, 7:00pm

Location: Barley Mow Pub on Richmond Rd.

1. Approval of the GCG BOD meeting agenda, January 31, 2023 with the main focus being on strategic planning for 2023 - Approved
2. Approval of the GCG BOD minutes for the January 10, 2023 - postponed
3. Business arising from previous meetings:

Business arising	Assigned on	Assigned to	Status
1. Allocation of roles in the new Board: Roles that need to be filled: Events lead (advocacy/outreach), Properties liaison (maintenance/upkeep coordination), and Volunteer coordinator. Would be good to get an additional 2-4 members.	1 Nov 22	Dietrich	In progress
2. Update signatories on bank account (remove Susan, add Dietrich). -Not discussed due to time constraints	18 Oct 22	Tanya	In progress
3. Communications Committee: a. Eniko to join Comms cttee as BOD liaison - Completed b. Eniko to pull together a document with updated info on memberships and roles and responsibilities of all existing committees - Completed c. Eniko to contact Emma for posting final BOD minutes on the GCG website - waiting for OK from BOD members on minutes from June-November 2022.	1 Nov 22	Eniko	In progress
4. Google (accounts, emails and documents saved) related actions: a. Barbara to continue exploring options to reduce the number of accounts (and	Nov. 1, 2022	Barbara	In progress

<p>thus cost) and report back at the next BOD meeting.</p> <p>b. Delete President account - Completed</p> <p>c. Close the inbox@goldenrodgarden.org account, but Evan would continue to monitor the email by bouncing it to a gmail account.</p>			
<p>5. Membership survey:</p> <p>a. Raw results circulated to BOD by Sara. Members to review and propose topics (if any) for discussion/follow-up at the strategic planning meeting on January 24th, 2023. - Completed</p> <p>b. Summary of results to be circulated to members via the next Newsletter and sent to the NCC and Just Food - Not discussed due to time constraints</p>	Nov.28, 2022	Sara, Eniko	In progress
<p>6. 2023 workplan: main agenda item for today's meeting</p>	Nov.28, 2022	Dietrich	In progress
<p>7. Richcraft proposal:</p> <p>a. Dietrich is awaiting response from the developers on questions raised at the AGM and by the BOD.</p> <p>b. Sara to connect Dietrich with a member who was involved in early meetings with Jeff Leiper's office in this and has shown interest in this project and find out if they would be interested to take on this project as a sub-group reporting to the BOD - Completed</p>	Dec 20, 2022	Dietrich, Sara	In progress

4. Next Newsletter and Comms Committee Board liaison role:
- a. Eniko reached out and had a meeting with Kita and Evan about the BOD liaison role. Highlights of the discussion:
 - i. BOD liaison role with the Comms Cttee:
 - 1. Preferred communication via email unless there is need for a call

2. Important to have clarity from the BOD on priorities re focus of comms via newsletter, stakeholder relations, website, etc.
3. Importance of timely updates from BOD on future events, needs for comms to allow time to prepare material needed

ii. Newsletter:

1. lit has been initiated/drafted by Comms Cttee, on a fairly regular basis (less often in the winter, possibly higher frequency in the summer months). Board can be approached for possible topics and should approve the final text.
2. Planned dates of future issues might be good to have (based on last year's dates mainly)
3. Should there be a need for urgent messaging to members, bulletins could be used as those were successful in the past.
4. Might be good to have a topic that could be revisited over several issues (pollinator garden, etc.)
5. January Newsletter: two topics and related text has been pulled together by Board members and saved by Eniko as final text. Evan to add this to the January Newsletter and provide final draft for Board approval prior to dissemination. Question to the Board: would we want to share an update on the OttawaU student project? (Eniko to follow-up)

iii. Website:

1. Would be good to get some clarity from the board on priorities re updates
2. Emma is the contact person for posting Board Minutes, Eniko will follow up with her as no Board minutes were posted since June 2022.

b. Action:

- i. **Eniko to ask Susan for an update on the UofO student project for the next newsletter.**
- ii. **Barbara to update website re registration.**

5. Survey:

- a. Members to review and bring any items to the Strategic planning discussion on Jan. 24th.
- b. Summary included into the Newsletter (Eniko sent it to Evan and Kita)) and sent to Just Foods.

6. Richcraft proposal:

- a. Dietrich has sent an email to the contact. No response received yet.
- b. Action: as timing is critical in light of the growing season, Dietrich will follow up.**

7. New business:

- a. Questions from a member re planting in the ground. This might not be possible due to current city guidelines (?).

i. Action: Dietrich to follow up.

b. Strategic planning for 2023:

i. Details of the discussion captured directly in an updated plan.

ii. Highlights of the discussion:

1. Outreach

- a. There is need for more members on the membership committee
- b. Outreach to lower income community needs a lead
- c. Might be good to organize an Open Day

2. Assignment of new plots to be done on a first come first served basis as this method was favoured by most in the survey responses.

3. Pricing for 2023 tbd by mid-March - Tanya to look at the budget and financial needs first.

4. Newsletter to be sent out once a month with additional bulletins on special topics, such as volunteers.

5. Volunteer recruitment should not be restricted to members only, but extended to the wider community. Could plan an Open Garden Day for April. This could be advertised in local news (Kita?)

8. Next meeting: February 20, 2023, at 7:00 PM virtually.