

Goldenrod Community Garden

Minutes

Board Meeting on January 10th, 2023, 7:30pm

Location: On-line

1. Approval of the GCG BOD meeting agenda, January 10, 2023 - Approved
2. Approval of the GCG BOD minutes for the November 28th and December 20th, 2022 BOD meetings - Approved
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).	18 Oct 22	Tanya	In progress
3. Communications Committee: a. Eniko to join Comms cttee as BOD liaison. b. Eniko to pull together a document with updated info on memberships and roles and responsibilities of all existing committees. c. Eniko to contact Emma for posting final BOD minutes on the GCG website.	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 thus cost) and report back at the next BOD meeting. b. Need to restore banking signatory	Nov. 1, 2022	Dietrich, Sara, Barbara, Tanya	In progress

<ul style="list-style-type: none"> c. Delete President or Admin account and confirm with Martin if his account can be deleted. d. Confirm with Evan continued monitoring of the incoming messages in the inbox account. 			
<ul style="list-style-type: none"> 5. Membership survey: <ul style="list-style-type: none"> a. Raw results to be 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.. b. Summary of results to be circulated to members via the next Newsletter and sent to the NCC and Just Food. 	Nov.28, 2022	Sara, Eniko	In progress
<ul style="list-style-type: none"> 6. 2023 workplan: to be discussed at a future meeting 	Nov.28, 2022	Dietrich	In progress
<ul style="list-style-type: none"> 7. Richcraft proposal: <ul style="list-style-type: none"> a. Dietrich to follow-up with the developers on questions raised at the AGM and by the BOD. 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 	Dec 20, 2022	Dietrich	In progress

- 4. Signatories on bank account:
 - a. There is still need for updating signatories on bank account (remove Susan, add Dietrich).
 - b. Action: Dietrich will be meeting with the bank on January 11th.**
- 5. Next Newsletter:
 - a. Topics for the January Newsletter:
 - i. Membership survey results summary circulated by Sara.

- ii. Message from the GCG President was drafted by Dietrich and circulated to BOD members for comments prior to including this into the January Newsletter. Some changes to the text were provided.
 - b. Action: Eniko to assemble the draft and forward to Evan for the January Newsletter**
- 6. Survey:
 - a. Sara sent the raw data to BOD members.
 - b. Action:**
 - i. **Members to review and bring any items to the Strategic planning discussion on Jan. 24th.**
 - ii. **Summary to be included into the Newsletter (Eniko) and sent to Just Foods (Sara to prepare draft and Dietrich to send it).**
- 7. Google accounts:
 - a. Efforts to reduce number of accounts (and associated costs) continues. The BOD decided to keep 3 accounts: Registrar (admin), President and Treasurer.
 - b. Barbara cancelled Martin's account and transferred all docs ownership to treasurer@goldenrodgarden.org. Matt's account has been canceled as well and Tanya now has superuser access and is able to pay the VISA bill.
 - c. The inbox@goldenrodgarden.org account which Evan looks after currently could be overseen by Barbara. All messages coming in for the Secretary will be forwarded to Eniko's personal account by Barb. To ensure that there is a record of all sent out messages, these should be sent to the secretary@gcggmail.com along with all other recipients. All documents that are not transitory should be saved on the Google drive, therefore emails (containing transitory info) do not need to be saved.
 - d. Action: Dietrich needs to confirm that he can access the president account prior to deleting the admin account.**
- 8. 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.**
- 9. Strategic planning for 2023:
 - a. The next BOD meeting is dedicated entirely to this topic. As there is a 2022 annual plan, this should be archived with the changes that previously were added as a record. A copy of this document to be the base of the 2023 plan.
 - b. Action: Eniko to follow up and provide a link or copy of the document to BOD members prior to the meeting.**
- 10. New business:
- 11. Next meeting: January 24th, 2023, in person for a 2 hr strategic planning session at Barley Mow, on Richmond Rd. 7-9 PM.