

## **Goldenrod Community Garden**

### **MINUTES**

#### **Board Meeting for 10 November 2025, 7:30 pm (in person)**

*This was the first meeting of the new Board of Directors that was nominated at the Annual General Meeting of 28 October 2025. The main purpose of this meeting was to assign roles.*

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Roll call: Andre B, Parminder D, Bridgette K, Bryn L, Andrew M, Diane M, In-Leng N, Leena S, Michael S

1. Welcome, introductions and intentions for the upcoming 2026 season  
Andrew welcomed the participants to the first meeting of this new Board of Directors and asked everyone to introduce themselves.
2. Board Orientation
  - a. Our Mission  
We envision a garden community in Kitchissippi that:
    1. Supports relationships, mental health and well being: This garden community is supported through a physical space where people can gather, garden together and hold events.
    2. Stewards the environment, provides connection with nature, and restores relationships with the land (birds, flowers, trees, insects): the space is beautiful, operations are sustainable (including water source).
    3. Provides opportunities to give (e.g., donating to the community fridge), and receive.
    4. Is inclusive and diverse: Indigenous people and values are included; there is diversity in income, age, ethnicity, gender, culture, religion, abilities, gardening approaches.
    5. Provides opportunity to educate and learn in community: on gardening, food, and other related topics.
  - b. What a typical season looks like
    - In winter: determine next year's budget and the plots' rental fees for the next season, and conduct a membership survey
    - A seedling workshop is offered in February
    - In March, renewal notices are sent to the members. Once complete, remaining plots are offered to people on the waiting list on a first-come, first-served basis
    - In April, a reminder is sent to Richcraft to have the City turn on the water at the Bullman garden and to unlock the gate
    - In mid-May, orders are placed for water, straw and compost
    - When feasible, events are held monthly, e.g. potlucks and seed swaps
    - Newsletters are issued monthly during the active months

## Draft

- The garden normally closes the last weekend of October, before the Annual General Meeting
- c. Board meetings, file sharing and assets (i.e. Instagram, Facebook, webpage)
  - Can everyone access Google Drive, which is our primary file sharing site?
    - o No. Barbara will transfer the account to the new Registrar as soon as she is informed of the person's name
  - Review typical meeting agenda and process
    - o The draft Minutes are posted a few days after the meeting, at the same time as the draft agenda for the next meeting
    - o People are free to add their notes in the agenda as it is not posted on the webpage. It will ensure the issue is not forgotten at the next meeting
    - o Changes should not be made to the Minutes, instead suggestions should be provided in the Comments section
- d. Role Descriptions - [link to Bylaws](#)  
Andrew read the role description for President, Treasurer, Secretary and Registrar, as listed in the garden's By-laws
- 3. Assign the roles and/or sharing of duties
  - o President Bryn
  - o Treasurer and two Finance Officers Andrew as Treasurer, In-Leng will shadow him  
In-Leng and Diane will be Finance Officers
  - o Registrar Parminder, for the two garden sites
  - o Secretary Bridgette
  - o Garden Coordinators Diane and Parminder
  - o Mail Manager To be discussed at the next meeting  
Communications need an e-mail address; there's overlap between Communications and the Registrar correspondence. The Inbox is currently forwarded to the Registrar
- 4. Committee Leads
  - a. Communications
    - Parminder suggested having two people lead this committee. Responsibilities include the webpage, Facebook page, Facebook Group, Instagram, newsletters, drafting most e-mails sent out to the membership, e.g. AGM, potlucks, workdays.
    - Bridgette and In-Leng volunteered for the role
  - b. Events and Volunteer Coordinator
    - Parminder will be the Events Lead
    - Committee Leads should create their own volunteer list
  - c. Properties – Goldenrod
    - Andrew will be the Lead while Leena and Andre will assist. Andrew will train Leena as a potential replacement

## **Draft**

Responsibilities: check the water tanks, keep an eye on the deterioration of the beds, work with volunteers, organize monthly workdays, look after the worm bench; the pollinator gardens need a Lead

- d. Properties – Bullman
  - Michael will be the Lead at the Bullman garden
  - Responsibilities: manage weeds around the fence, chop and sift the compost, fix hose leakage and other issues as they arise

### 5. Upcoming Projects

- a. Board Handover – Permissions, access to applications (Drive, Google Meets, etc.)
  - Will be tested after the Registrar handover
- b. Membership Survey
  - Michael will prepare the survey for this year
- c. Goldenrod Garden Bed Repairs
  - Postponed to April due to early snowfall on Nov 9 and loss of the primary handyman; will need to be done before the garden opens
- d. 2026 Budget
  - To be discussed once treasurer handoff is complete

Next meeting: Thursday, November 27, 2025 at 7:30 pm

Future meetings will be held on Mondays at 7:30 pm

Parminder will send out the Google Meet invitation for the Board meetings