

Goldenrod Community Garden

MINUTES

Board Meeting for 26 March 2025, 7:30pm

Agenda:

1. Roll call: Sara C, Bryn L, Andrew M, Diane M, Jane O, Tanya S
Regrets: Parminder D, Kumari P, Barbara S
2. Adoption of the agenda: Adopted
3. Review and approval of 11 March 2025 Minutes: Approved with suggested changes
4. Reports from Committees:
 - a. President's report (Sara)
 - The insurance was renewed for both gardens, awaiting receipt of the certificates
 - Just Food donated 60 seed packets which could be provided to first-time gardeners, together with the garden design prepared by Sara
 - An article with the garden design can be included in the next newsletter, as an inspiration for the members, and a mention that seeds from Just Food are available
 - b. Treasurer's report (Tanya)
 - The financial report for January and February was forwarded to Board members
 - \$3,780 was generated since the invitation to renew plots was issued two weeks ago, which is halfway to the total budgeted amount
 - Seeking approval to transfer \$3,000 from the chequing account to the reserve fund, which is surplus generated in the last fiscal year – approval was granted
 - c. Membership (Barbara)
 - Diane informed that approximately 50 people had not replied yet to the invitation to renew their plot; a last reminder will be issued this coming Sunday
 - She is monitoring the Registrar's mail account in Barbara's absence
 - d. Properties – Build, Maintenance, Soil Building, Pollinator Gardens teams (Andrew)
(with support from: Sara for soil building, Diane for pollinator gardens)
 - No report
 - e. Bullman Garden Liaison (Kumari)
 - No report
 - f. Communications (Parminder)
 - In Parminder's absence, Diane will forward a draft newsletter for March to the Board members
 - g. Events (Parminder / Barbara / Sara)
 - No report
 - h. Garden Coordinators (Parminder / Diane)
 - Sara will ask Richcraft to open the gates at the Bullman garden by mid-April to uncover garlic and enable sowing of cold-loving plants

- A list of downtown locations for free meals had been prepared during the pandemic by a special task force at City Hall but will not be revived. It has been recreated by a member of the Board; the final copy can be found in the Communications folder
5. Carry forward agenda items
 - a. Review [Soil Building Program SOP](#) & [Soil Building Poster](#)
 - The document is very detailed and will be useful to direct volunteers who wish to assist with soil building; Andrew will add a link in the SOP pointing to this document
 - Posters are being prepared, as described below, in French and English; they will be stored in the Communications folder
 1. General Hot Composting Instructions (one for Goldenrod and one for Bullman)
 2. Instructions to add kitchen scraps to the wooden box (Goldenrod only)
 - b. Beaver Scout activity
 - Activity for 27 Beaver Scouts (ages 5-7) on Wednesday, April 23
 1. Sara will continue coordinating the event with this organization, as they had forwarded a duplicate request for a visit. It might be pushed out to May 21
 2. Labelling plots markers was dismissed as too lengthy a process for a one-hour visit; picking worms out of the vermicomposter might not appeal to everyone; they could fill a used coffee cup with compost, plant a seed, take it home to nurture it and return the seedling to the garden for planting. Recommended seeds are lettuce, parsley, marigold, arugula and herbs due to their ease of germination
 - Fill in groundhog holes with rocks before the Beaver Scouts' visit
 1. The holes could be covered with planks and maintenance flags placed around them
 - c. Barbara suggested treating groups that rent a plot differently than individual gardeners – refer to her proposal in the Action Items table – *deferred until Barbara's return*
 6. New business
 - a. Ensure that access is covered when someone is not available, i.e. what the process is for email, Square, etc. (Sara)
 - Sara and Tanya will discuss this offline
 - A backup person is required for the President and the Treasurer email account
 - Square, DropBox, Treasurer mail to be noted in the SOP
 - Access will be given to Andrew, the Treasurer's backup, to all financial files
 - b. Bryn L was unanimously voted in by the directors in attendance at this meeting, to fill in a vacancy on the Board of Directors
 7. To note from Action items (below)
 8. Next meeting: Tuesday, April 8, 2025 at 7:30 pm

Update on past Action Items

Action	Assigned	Status
1. Parminder will give a presentation late April for onboarding gardeners, will send the agenda to the Board by March 16	11-Mar-25	In progress
2. Jane will contact the City to obtain a No Smoking sign	11-Mar-25	In progress
3. Andrew is preparing three bilingual compost signs, due in May	08-July-24	In progress

4. Barbara suggested treating groups that rent a plot differently than individual gardeners next year; she presented the following proposal: Where a group is looking to take on more than 1 plot for their organisation, we could at the Board's discretion allow the group to take up to 2 plots based on: <ul style="list-style-type: none"> - Group successfully completes a season with a single plot - Group's aims align with our garden aims 	28-Nov-24	March 2025
5. Andrew will add a link in the Standard Operating Procedures pointing to the Soil Building document in the Properties folder	26-Mar-25	In progress
6. Parminder will contact Nanny Goat Hill to inquire about the fencing around the plots	11-Mar-25	In progress
7. Add to newsletter: gardeners to post sign in their plot to discourage theft; seeking volunteers to give seminars on gardening topics	11-Mar-25	Complete

Upcoming business	Assigned	Date to revisit
1. Parminder will give a presentation on how to stake plants	11-Mar-25	In progress
2. Parminder will update the FAQ sheet on the website	08-Oct-24	Winter
3. Parminder: Develop guidelines for SOP about Facebook management	09-Sep-24	Winter
4. Parminder will forward to the Board links to the bamboo dishware to be purchased for events as well as an estimated total price	09-Sep-24	Spring 2025
5. Board: Invest in second seating area near the main shed at Goldenrod	12-Aug-24	Spring 2025
6. Properties: Contact local cafés to obtain ground coffee for the worms	29-Oct-24	Spring 2025
7. [to be assigned] Investigate mini greenhouses for the winter (from the survey). Could suggest row cover until December and for early spring. Will revisit this in the fall	11-Mar-25	Fall 2025