

Goldenrod Community Garden

MINUTES

Board Meeting for 8 April 2025, 7:30pm

Agenda:

1. Roll call: Sara C, Bryn L, Andrew M, Diane M, Barbara S
Regrets: Parminder D, Jane O, Kumari P, Tanya S
2. Adoption of the agenda: Adopted with suggested changes
3. Review and approval of 26 March 2025 Minutes: Approved with suggested changes
4. Reports from Committees:
 - a. President's report (Sara)
 - Beaver Scouts will be visiting the garden on May 21. Diane will attend; Andrew can't but will ensure a volunteer from the Soil Building team is present
 - b. Treasurer's report (Tanya)
 - Andrew informed that Tanya and he held their first (of several) onboarding meetings on Thursday April 3; he was granted access to accounts managed by the Treasurer
 - c. Membership (Barbara)
 - Renewal of existing plots now complete, apart from a few people who are asking to switch plots that still need to be resolved. Approx 75% return rate, which is consistent with last year. Five people switched to Bullman, two people switched to Goldenrod
 - Richcraft will have eight plots this year (1-8)
 - Will start sending out invitations to new gardeners this weekend. Approx 60 people on the waiting list: there are 11 plots available at Bullman, 27 plots available at Goldenrod
 - An acknowledgment will be sent to the gardeners who renewed
 - What to put in the welcome email? The Board suggested a Save the Date for a garden opening on Saturday, May 10, with details to follow at a later time. There could be a seed and seedling swap at that event. Bryn and Barbara will be present at Goldenrod, Diane (and hopefully Jane and Kumari) at Bullman. Andrew will order mushroom compost and straw for both gardens; Diane will order water once the tanks are hooked up at Goldenrod
 - 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)
Parminder forwarded the link to the April newsletter last week, the Board aims to get it out by April 25. It should include the opening date and a description of the event
 - Push for volunteers: Attach the list of tasks to be done by volunteers and highlight the priorities

- Properties will add a blurb about amendments (straw, compost, water) and materials available in the shed, as well as a reminder to amend plots with compost (black bins). Tools will be requested to move compost on the opening day
 - A summary of the survey results will be included, i.e. comments sent to the Board and ideas on how to address the issues
- g. Events (Parminder / Barbara / Sara)
- The possibility of posting the Events Calendar was raised by a Board member, however it was deemed impractical as it is hard to know who will be available for hosting a future event
- h. Garden Coordinators (Parminder / Diane)
- Diane informed of an email received from Just Food on March 28 that the City updated its Bylaw to enable residents to grow food in the Garden Boulevard in front of their houses. Key takeaways are (1) plant directly in the soil, (2) use permanent raised beds (up to 45 cm tall), (3) use moveable containers that are removed in winter, and (4) use alternative ground covers, not just turf grass, around fire hydrants, trees, and other setbacks.
 - Gardeners who don't know how to use email could be directed to the low-fee classes offered at Good Companions; other programs are offered, which could be a good topic of conversation at the potlucks
5. Carry forward agenda items
- Barbara suggested treating groups that rent a plot differently than individual gardeners – refer to her proposal in the Action Items table – *deferred*
6. New business
- Present the survey results more thoroughly in the April newsletter
 - Diane will forward to Sara the document with the survey results that was discussed at a previous Board meeting
 - Offer received of an old wheelbarrow with a flat tire for the Bullman garden
 - Diane was encouraged to accept the offer once the gates are unlocked
 - Share the Free Meal listing with Just Food or other gardens?
 - The Board has no objections to the document being shared. Diane will forward it to Just Food as it could be useful to other gardens in downtown Ottawa
 - How will volunteers be structured for the rest of the year?
 - Barbara will prepare a list from the registration form's volunteer column and will forward to the lead of each committee; a generic email address was created for gardeners to interact directly with the leads; the volunteers can be given access to the folder pertaining to their committee
7. To note from Action items (below)
8. Next meeting: Wednesday, April 23 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 of Ottawa 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	April 2025
5. Ensure that access when someone is not available is covered, i.e. what the process is for email, Square, etc. 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, who is the Treasurer's backup	26-Mar-25	April 2025
6. Andrew will add a link in the Standard Operating Procedures pointing to the Soil Building document in the Properties folder	26-Mar-25	Completed
7. Parminder will contact Nanny Goat Hill to inquire about the fencing around the plots	11-Mar-25	In progress

Upcoming business	Assigned	Date to revisit
1. Parminder will update the FAQ sheet on the website	08-Oct-24	Winter
2. Parminder: Develop guidelines for SOP about Facebook management	09-Sep-24	Winter
3. Parminder will give a presentation on how to stake plants	11-Mar-25	In progress
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