

Clinton Community Garden Steering Committee Meeting (via Zoom)

Wednesday, 12 July 2023

Note: this was the first Steering Committee meeting with newly-elected members: Clarence Klugh, Deborra Mullins, John Mackay, and Mark Dieffenbacher

Members present: Cat, Clarence, Debbie, Foram, Homar, John, Mark D., Mark K., Tony (all present)

Member resignations:

1. Monica Hoyt sent a letter to the Steering Committee on July 6, 2023 to resign after 2.5 years of service and to welcome the new members who have never served on the SC before.
2. Michele Troise joined the Zoom to explain she wanted to resign from the Steering Committee (Michele joined the first part of tonight's meeting to see the discussion of the bat house through to completion and to request a vote on the matter).

Meeting called to order by Foram Sheth: 7:44 pm

Introductions: The new members briefly introduced themselves to the rest of the committee; we members who were already on the committee expressed our gratitude at their willingness to serve

Old Business:

Bat House: Discussed erecting a bat house near the shed; Michele made a motion to erect a bat house, and Mark D. Seconded it; a majority voted in favor (motion passed).

July 4th Report: Charles and Laura did an incredible job as head chef and front of house coordinator, respectively; committee discussed ways to improve process (pre-production) by starting to secure donations more in advance next year and to inventory and secure items needed well in advance next year; discussed reaching out to corporate donors (e.g, Target) for donations

Financials:

Key Sales Report: Slow, it was a “special’ sale; sold 6 keys and made \$106.00 in donations (Mark K. and Tony sold)

Tony suggested and discussed making a proper ‘Key Sales Today” sign; Mark D. Suggested posting the season’s schedule on the front board (to the left of the CCG’s front gate)

June Financial Report: Homar walked us through it; talked about being more realistic for our July 4th BBQ; Debbie asked that we receive the financial report ahead of time; Create a subcommittee with Debbie, John, Homar to discuss the investment acct; we seek additional input for the investment piece

Our fiscal year is February - March

Volunteer Coordinator: One person to lead it: Subcommittees have heads; a couple of people be; Monica used to handle Mailchimp and the Community Garden outgoing e-blasts; Foram (chair) and Homar (treasurer) are the two officers who have access to the CCG email

CCG Leadership and Coordination (Mark D. Shared his old list:)

Clarence and John want to comb through the date before; majority of volunteer coordinator work takes place between April - July

July Volunteer Day: From May - October, we try to do a volunteer day in the CCG

We liase with who is going to lead the VOLunteer Day

3rd wknd in July, Foram thought?

Cat could reach out to Annie or Faster

22nd or 29th

Next volunteer day for mid September

Need to find someone to do the bulb order this year; Cat said she would check w/Jane and Annie (front bed coordinator) to verify whether Jane is willing to spearhead the fall bulb order again (for the front-bed gardeners)

Plot Markers: Need to get new plot markers for all the plots (?)

Plot Walkthrough: Did third walkthrough for the season; after the second walkthrough, the plot committee sent out nine “warning letters” advising those back potholders to maintain their plots; subsequently, four plots will receive a final warning email (to advise those gardeners to start tending their plots)

We discussed the cadence for back plot walkthroughs:

The plot committee should carry out the first walkthroughs in early May 2nd, and they should be done every two weeks after that.

The plot committee should notify the rest of the steering committee as to when they are doing each walkthrough, so that any SC members who want to join the walkthroughs are welcome to

In the past, we have had non-Steering Committee members be on the walkthrough committee

Debbie will investigate the “grandfathering in” of couples who live in the same household but maintain two different plots

Mark said we should discuss our meeting day (for steering committee meetings)

We discussed considering either the first Monday or the first Thursday of the month as an alternate meeting day

Going forward, Debbie requested that the secretary (Cat) read aloud the Steering Committee minutes from the previous month's SC meeting and the SC should discuss/edit/approve the meeting minutes from the previous month's meeting each month at the following month's SC meeting. Debbie made the point that when she was on the SC previously (when SC meetings were held in person at Fountain House), the minutes were read aloud at the next SC meeting. Note that this means that Stan (CCG webmaster) will NOT receive the meeting minutes to post on the CCG website until the minutes from the previous month (or months, depending on when the minutes are read aloud) are read aloud and approved (at the next month's SC meeting).

Meeting adjourned: 9:44 pm

Other Business: