

Minutes of Meeting of the Board of Directors

Sunshine Community Gardens

4/13/21

Attendees: Steve Uecker, Kay McMurry, Carol Limaye, Jim Willmann, Kerry Drake, Marsha Riti, Doug Zullo

Financial update, Carol Limaye: (Discussion) (attachments)

Carol reported we are doing fine financially. Our only recent activity is compost deliveries. A final compost report will come soon. We have had good success with compost payments, likely due to the email blast reminder. Re compost: the buckets are holding a bit more than 5 gallons, so it got recalculated. It has changed to 6 gallons.

It has been a quiet month. We have had a low water bill-- a good sign. The water bill is the main reason we are underbudget this month. If we have nice spring rains we will be set for the year. We may not need to dip into our reserves. We have received no response from All Blind Children of Texas, and would need to further investigate their presence before we name them as a sponsored organization. The idea of naming a sponsored charity and collecting donations with the dues worked well, and the gardeners gave generously to the Central Texas Food Bank.

Plot Update, Kay McMurry: attachment (Discussion)(on-screen attachment)

There has been some turn over with quarter plots. There are 195 on that WL. Wait times have doubled or are higher. Prior to the pandemic fewer people were signing up. There is only one open plot right now. We will discuss later in the meeting a couple of changes to two plots, one of which affects board member Doug. He will recuse himself from the vote, but he is okay with the proposed changes. It was noted that we must be careful about the common paths that are created by gardeners.

Minutes and Ratification of Email Votes: (Action)

A motion was made to approve the March meeting minutes. Seconded.
Passed.

A motion was made to ratify the following votes made via email:

March 17: Approval of changes to financial policies.

March 30: Approval of funds for replacing the porch roof after the hail damage.

April 7: Approval of use of compost for TSBVI beds and educational video re. raised beds.

Motion passed.

Update about the Freeze damages: Jim Willmann (Discussion)

Freeze update: many pipes broke. 12-15 water stations were damaged-- that's most except for one station. There are copper pipes under the trailer and there were 5 breaks. Currently only 1 restroom in the trailer is usable. We are not yet sure about the total cost of the damage.

The water was turned off on a Friday, and there is some possibility that the freezing happened before the turn off. In considering preventative measures these questions posed: drain sooner? Replace copper pipe? Change to a different type of pipe (pex)? (But it still freezes at the connectors.)

Compressed air could be used on the trailer pipes but not with pvc. Turning off the water is a 2 hour job-- a lot of work. Should we make back up plans for others (who live very close to the garden) to turn off the water sooner? But the unexpected sleet made it impossible to travel the roads. Turn offs are under the trailer (now 2). We should acknowledge Steve Schultz's work which has saved us money and time. Hail damage on the roof has been repaired. A mention will go out to put Stan Lundgren on the waiver list. He will help with carpenter repairs. Some issues were exposed with the freeze clean up (like stairs blocking the fire escape). We are fortunate to have good help. So far, plumbing repairs have been inexpensive. Robert and Stan will look at replacing the apron around the trailer. Records will be compiled about the damages and fixes.

TSVBI/Compost use: (Discussion)

Do we need a policy for TSBVI & Micah & tomato test gardeners for compost use? These entities help the garden as a whole. A board member stated that a sunshine project should be equal to the general membership in terms of collecting compost, not ahead in the line or behind. It was suggested that we stagger delivery for compost to provide for a variety of times gardeners are able to be at the garden and access compost. First loads generally go faster. Can we get a double load for the first delivery? Could we get two trucks to deliver? We will need to make sure there is enough room for a double delivery by asking Randy.

Waste Policy: Jim Willmann (Action)

Approve waste disposal:

Only following plant waste goes into the dumpster:

1. Khaki weed
2. Tree branches, saplings, etc.
3. Woody stems
4. Diseased plants

Motion Passed.

Modifying comprehensive policy for waste (recycling, composting, trashing).

Motion to make modifications to waste policy.

Motion passes unanimously.

Our current documents have inconsistencies re these policies. It is suggested we ask for volunteers to realign various sites with the current policy. We can ask for volunteer help in the Weeder. This could be a good way to get volunteer hours in for folks who need non-physical volunteer activities. The handbook is 6 years old. We need to look for other inconsistencies other than just the waste disposal with volunteer help. We can request the Education Committee develop materials to help gardeners identify root knot nematodes. Jim will talk to Ila about this.

How can we establish a process for developing a plan for the best way to communicate waste disposal policy to gardeners? Ideas: postcards, Slack, Social Media venues, and Kiosks by dumpster and trailer. Do we need to establish a process for determining the need for signage and content? Steve showed the kiosks he made out of recycled materials from his porch project. 23'x29' kiosks. A board member requested that Steve put the kiosks on the porch at the trailer for members to view.

Signage: just two kiosks? Start with 2 kiosks and see how it goes.

Should current signs be taken down? These signs were created without board approval, and the gardener who created them would like reimbursement. The cost of the signs can and will be reimbursed. Steve will talk to the gardener and request the signs be taken down.

Site Rule Changes (Discussion)

Requested Action: Approve/disapprove proposed changes so a formal draft can be prepared for final approval at May meeting.

Background: The request is to make decisions about potential changes so a formal draft can be prepared which the board can approve at its May meeting. A copy of the current site rules identifying proposed changes will be provided.

1. Substantive Changes

- a. Directing board to develop a code of conduct to attach as an exhibit to the rules (develop a code and incorporate into the rules by an exhibit).
Seemingly, no one reads the bylaws. Site rules are barely read. A mention of a code of conduct should be made in the site rules so folks are aware of them and can go look for them. The code of conduct should be a part of the site rules so it gets read. It can either be incorporated in the body or as an appendix. Exhibits are a nice way to incorporate information so that it doesn't get buried in the text. We should provide a table of contents for ease of reading. There was a consensus for these code of conduct changes.
- b. Adding a provision giving the board general enforcement authority as provided for in the bylaws, to include mediation when interpersonal conflicts are involved.

Example: Have we ever charged for a clean up of a plot? Generally we don't charge. We might want to reclaim a financial ramification and have charges for violating rules. There is no official language about this right now. The authority needs to be clarified.

- c. Expanding waste disposal rules so they more accurately/comprehensively reflect the adopted policy-- or the directing board should develop policy to attach as exhibit to rules.
- d. Express plot size in approximate sq ft and add 5'x20' quarter plots.

1. **Nonsubstantive**

- a. Correct outdated provisions such as expired plots, references such as "cleanup fee" which have been repealed
- a. ii) Nonsubstantive/grammatical edits

Jim will try to get site rules to us prior to the next meeting.

Bylaws: Additions just need to make changes and explain, like the provision for financial policies, delegating the Assistant. We need to add these to the bylaws. There is a set policy about elections and about TSBVI. We need to clarify the liaison for TSBVI. There should be a provision to address board policies. There are nominating committee issues: 1 year terms (treated differently than other committees) June 1- May 31. We need to address a number of things in the bylaws that are not being followed. Some financial provisions have not been updated for the electronic age. The bylaws are a big picture thing; it's a fairly permanent document. Some things must be in there. Some current bylaws are outdated, for instance, the recall of officers in the bylaws are not viable with having to have 50% of the membership present. Jim will work with Kelly on drafting these changes.

6. Videos, Social Media: (Discussion)

What goes out and who is authorizing what is published electronically? The accountability to committees should be consistent. Plans submitted with estimated

costs. The Social Media committee is headed by Isabelle Ensela. (SM Brand Ambassador). Who appoints the committee? She is in charge of the team. It was pointed out that Slack and Social Media are different entities. Slack is invitation only. Purpose of Slack? Allows people to talk to each other with different channels. It is a closed group. How do people find out about Slack? Sometimes it goes out on the Weeder and word of mouth. Individual gardeners have been inviting people. Marsha has to approve their membership. Is it made available to new gardeners? Should it be put on a new member card? Who is monitoring the FB page? Is there a process before things can be posted?

MailChimp: upgrade? Jim and Kerry will work together with Sharon to look at options for the email blasts and potential alternatives to MailChimp. Kerry will check in with the Weeder publisher about whether or not more help or change is needed.

7. Plots F5-8s, E8-4wx Changes (Action)

Motion to expand plot F5-8s as suggested and to approve E8-4wx changes with the Zone Coordinator and Kay.

Motion Passed with one abstention.

8. Plant sales/swaps at garden (Discussion)

There was general agreement that sales or swaps that are publicized and on garden grounds should first be board approved.

New Business:

1. Upcoming Garden Meeting-
 - a. Do we have any candidates?

The Nominating Committee has a slate of candidates. The May meeting has to be set up in order to meet the requirements. A meeting can be half Zoom and half in person. Do we need a microphone for the outside meeting? Date determined: May 15th, 10 a.m. Board officer meeting prior

to the 15th to be held May 4th. The announcement of the annual meeting in the Weeder will be submitted by Steve.

2. Opening of trailer for restroom use (Steve)

With more folks vaccinated, we would like to open the trailer bathroom to gardeners. The North bathroom is open. Steve will come up with conditions and signage that address only 2 or 3 people in the trailer at one time and mask required. The 2nd restroom is not yet working. Jim offered to talk about opening the second restroom with the volunteers working on that. Stev says the sign for the open bathroom will go up tomorrow.

3. Signage to address the signs of alcohol use at the garden:

Suggestions: no drugs, no tobacco products, no alcohol, no stealing (no produce picking), mention being on state land. A 2 ft by 18 aluminum sign would be about \$40. No tobacco products. Kay and Steve will design and Jim will take it to be printed. Should we put it on the fence by TSBVI?

Movement to adjourn, seconded.

Adjourned 8:14 p.m.

Next meeting May 4th.

