

## **Minutes of Meeting of the Board of Directors**

Sunshine Community Gardens

**8/16/22**

Attendees: Jim Willmann, Steve Camp, Kerry Drake, Debra Mariano, Carol Limaye, Iris Slevin, Juan Pedro Maestre, Kay McMurry

***Unless explicitly stated otherwise, any statement is reflective of an individual board member and not the opinion of the Board as a whole.***

**Meeting called to order at 6:01.**

### **Approval of Minutes**

#### **July 12 Board Minutes**

Approval is postponed until September.

### **Reports**

#### **Treasurer's Report: Debra**

According to Carol's analysis we are exceeding our budget over \$1500.00, or 18%. This is mainly because of the high waterbill which was \$3227.00 last month. We will be a bit in the red. Repair of infrastructure is up: plumbing supplies for the water stations are responsible for that. Office supplies are also up... postage, and paying the post office box was higher than we expected. The rate went up.

#### **Unworked Service Hours: Carol**

We will email Zone Coordinators for feedback about particular gardeners we haven't heard from (about 7). If they are still active, we will send letters through the USPS. Usually we don't carry uncollectables. The service hours not done that are unexempt represent about a third of gardeners not participating (approx 35%). How many people are repeatedly not participating in community service hours? Maybe go backwards from there to see how we might engage them and how to get them more active in the garden. Carol will send 4 years of service hour recordings (via spreadsheet) to Iris and JP, cc'ing Jim in an effort to begin tracking gardeners who pay out service hours rather than work service hours.

#### **Plot Report: Kay**

The waitlist is going down. 9 vacancies have come up. Many people are not taking a plot. The waitlist is down 13% from last month. 3 full plots are vacant or becoming vacant. Two of these leaving gardeners will clear their plots. There is no real change in the waitlist plot size preferences (quarter plots remain in highest demand). All plot sizes average a year and half to turn over.

#### **Plot Compliance: Steve**

It is so hot; there is a bunch of noncompliance. Steve is imploring gardeners to come out early one hour per week to do some work. It is just not desirable to be outside. We have a lot of work to do. Also, Zone Coordinators need to implement the work, but we are short ZCs.

### **Sunshine Calendar and Timeline: Jim**

Review of August and September calendar and timeline. Board members should edit as needed.

Reports for TSBVI (see later in agenda) will be upcoming. Please flag any dates that we need to flag on the calendar.

Background: Calendar and Timeline sent as an attachment.

**A. Non Action Consensus Items** (If more than minimum discussion needed, items will be moved to the non consensus agenda.)

1. TSBVI License Agreement Renewal (Report)

Jim emailed TSBVI for license renewal. A docu sign is available to sign for one year. We have a 90 day agreement with TSBVI, in that they have a right to terminate SCG with 90 days notice.

2. Annual Report to TSBVI (Report)

On Sept. 1 we must report how we are doing and maintaining grounds. We will mention gardener service hours, organic gardening, etc.

3. Spring Plant Sale Update (Report)

Jim will ask Marsha and Karl to give a more formal report in Sept. There was to be a meeting with the sub-coordinators. Most subcoordinators seemed to be willing to continue on as sub-coordinators.

### **Zone Coordinators: Steve**

Kristin was the ZC for Zone 7 and is considering taking on a different role at the garden and can't do multiple roles. Two people want to coordinate this zone together. Since they share the plot, there is not an issue re service hours. More discussion about ZC issues during the executive session later in this meeting. Two other ZCs are looking to step down, and another zone may need to be addressed. There was a question of if a ZC is not a gardener in that particular zone, can they be a ZC? While it's ideal to have the ZC in the same zone, we'd rather have a strong ZC no matter their zone.

**B. Non-consensus Items** (Items requiring more discussion.)

1. Site Rule Amendments

Background: See Carol's email for b and c. Proposed amendment language drafted by Jim.

- a. Updating of Site Rules Disposal Policy Attachment (editing to reflect the use of roll-off dumpster)

Lumber is a bit in limbo, since Whittlesy is vague on what they take lumber-wise. We will take lumber out of the dumpster policy to reflect this. Theoretically, we should not have any treated lumber in SCG. Wood could be in a separate area. Coffee filters: come from kitchen waste compost pile. We can ask Whittlesy if they can be in the pile. Once we know how the dumpster roll off works we will look at taking out khaki weed in the site rules.

- b. No plot fee refunds if service hour bill unpaid (Debra, Carol)

The board approved the language that Jim proposed. (Attachment) The effective date of the two site rule amendments will be upon ratification of members at the September All Gardeners Meeting.

- c. Extent to which gardeners may record service hours after the recording deadline (Debra, Carol)

There are gardeners who repeatedly forget to record hours. We are looking at ways to address this. Jim will rewrite this portion and send it to board members for email ratification.

2. Purchase of Fall Plants for Schools - \$500 for 500 plants (Action Needed)  
(Board probably needs to formally approve)  
Passed.
3. Adrian Santos (F4-1e in Zone 5) Membership Termination Reconsideration Request (Action Needed)

See email chain relating to termination which includes Mary Gifford's concern about not terminating. Desirability of expanding raised bed area may also be a consideration (See Item 2a). An option may be to not let Adrian to continue gardening Plot F4-1e in Zone 5 but give him priority on the waiting list in being assigned a half plot in another zone (or certain zones). Perhaps some conditions would be implemented if we went this route. A probationary period may be in order. Proposal: transfer to another plot, the transfer would be treated as a new gardener requirements and the necessary qualifications: clear plot, service hours (within 30 days). It is worth acknowledging he is getting priority over folks waiting a year and a half. Pointing this out would be a good thing to communicate with him.

Motion: Termination will remain in effect, as it has already happened. He will be offered priority to transfer to another half plot. He would be treated as a new gardener and all those requirements therein for new gardeners, and our email to him would explain his priority above other gardeners on the WL.

Motion Passed.

- 3a. Expansion of Raised Bed Area

There may be a need to expand the raised bed area. Plot F4-1e is adjacent to raised bed area and the board has a policy to evaluate expansion of raised bed area whenever an adjacent plot is vacated.

Do we want to convert this plot to a raised bed? Accessibility was a concern for one board member. Suggestion from this member: make a plot in Zone 6 a raised bed. On the other hand, it was pointed out that the granite path allows access. There would be additional issues to confront with raised beds in different zones, and the needed boundaries.

One board member thought it better to have raised beds in one single area rather than raised beds in different places around the garden. Are raised beds assigned to a single gardener? Each bed is assigned to a particular gardener, but they are not members. Members are people gardening 100 square feet. Do we expand the current raised bed area or not?

There was concern from one board member about too much stack-up in that area. It might be easier to take a different plot, this member suggested. One member felt we should proceed now in the designated raised bed area if we have the space because inclusion is important and it is available. We can find gardeners to garden in these raised plots. Jim will send out a diagram of the raised beds to board members for viewing. There was disagreement about whether the three beds would fit in the area. A member pointed out that this is a high visibility area and probably safer for the gardeners with mobility issues.

#### 4. Front Gate (Report and Action)

##### a. Approve Contract for Grading Gate Area and Putting Down Decomposed Granite (\$4,000) See Bid

Steve: \$4000 to dig a swale to allow for water to run into rather than on the road. They would need to excavate 3-4 inches. It would be decomposed granite and it would be compacted. It would make it safer to walk on and bring the road to a better standard. There was a concern from one board member about the decomposed granite being washed away. This board member asked what problem we are trying to solve? We are trying to solve the rutted road. Two members vocally supported the improvement of the road, stating that the granite would be better than the existing situation. One member remained concerned about the viability of the compacted granite and the swale being a tripping hazard. Another member explained the layout as not being a trip hazard. It was pointed out that compacted granite is the best option. Asphalt would likely add significantly to the cost. Asphalt would also have a chemical aspect that would not be favorable. It was determined that board members would meet to walk the area and discuss the situation at 8 a.m. Saturday, August 20th.

##### b. Pedestrian Gate Plans

Install decomposed granite path to sidewalk

It may need cement or granite for the pedestrian gate to the sidewalk. It is dirt right now. The cost would be around \$125-\$150.

c. Planting of area between sidewalk and fence south of gate driveway with native grasses

Gardener Matthew is wanting to convert the area into a wild native grass area. One member asked if the TSBVI maintenance would mow it down. SCG has responsibility for the mowing, so this should not happen. A member thought it would make it more beautiful and designate the entryway better. Matthew would like to seed it and then weed out the undesirable grasses. Matt has done a nice job of beautifying the area already.

## 5. Sunshine Hours and Access (Action May Be Needed - Depends on date of Sept All-Gardener meeting)

### a. Options

- 1) Gardening at any time with card access when gate not open
- 2) Gardening at certain hours when gate closed with card access when gate not open  
Example: Gate open 6a-9p; Gardeners have access 5a-12p; Garden closed midnight – 5a
- 3) Gardening only when the gate opens and 2 hours after closing if you enter the garden before gate closed

### b. Table of Options For When Gardeners Have Access to the Garden

b. Table of Options For when Gardeners Have Access to the Garden

The following table illustrates various options for access for gardening

	WHEN GARDENERS HAVE ACCESS TO GARDEN				
	All Times	Some When Gate Closed	When Gate Open	Are Times When No Access	Gate Access Cards Needed*
Option 1: Less Restrictive Access At All Times	Y	n/a	Y	N	Y
Option 2: Medium Restrictive Limited Access When Gate Closed	N	Y	Y	Y	Y
Option 3: Most Restrictive Access Primarily When Gate Open	N	2 Hrs After Closed**	Y	Y	N

\* Will need to develop security/privacy policies relating to cards  
\*\* If entered garden before gate closed.

We could issue cards on the honor system. Should we let people who want to get a card get a card? Will we let people garden 24 hours a day if they want?

Some members feel the garden should be closed from midnight to 5 a.m., say. It was noted that some people garden at 2 a.m., based on what TSBVI reported at the May AGM. One member pointed out there are safety concerns for people gardening at 2 a.m. As a board, we have a responsibility to take it all into consideration.

One member said we need to realize the possibility of something life-threatening or debilitating happening when a person is gardening in the dark alone when the gate is closed to others. Alternatively, one member pointed out that being locked in the garden could be safe, as other people could be kept out of the area. Another member expressed concern about gardening at night when no one else

is around, particularly when a person may be incapacitated and not be able to call for help. A straw poll revealed that 6 members are for some amount of time of the garden being closed to gardening, and one member did not want this. A member pointed out that the organization should provide for the safety of the many, and that there would be room for exceptions.

The majority of board members want the garden to be closed to gardening for a certain amount of time. Consideration will be given to allowing gardening when the gate is closed for a certain amount of time. Card access could be available for those who would wish to come a bit beyond the times of the open gate.

This will require a site rule change. Board members will need to consider when the gate is completely closed to everyone and what hours we want the garden to have limited access via card entry.

#### 6. Cleaning/Clearing Fence Line

At the AGM the majority of gardeners seemed to not mind the vines, as reflected in an informal straw poll. At this point no one has been willing to take responsibility for maintaining the growth on the fenceline.

A board member suggested that each zone take responsibility for a portion of the fenceline, much like an "adopt a highway" beautification effort.

This issue was tabled due to time, and the board moved into executive session.

The following was not discussed during this meeting:

#### 7. September All-Gardener Meeting

##### a. Set date

September board meeting is Tues 9/14; Fall plant sale Sat 9/24

##### b. Preliminary identification of topics

Fall Plant Sale

2023 Plant Sale Changes

Front Gate; Garden Hours

Vines on Fence

Motion to adjourn regular session was seconded and approved at 8:10 p.m.