

PHCF Board Meeting 10/5/14
11:19am-12:44pm

Attendance: Kayla, Will, Eva, Ted, Traci, Neil, Jennifer

Agenda: Discuss and evaluate stewardship proposal, winter jobs

Stewardship:

Ideas and value of the proposal-

It is suggested that people who are interested in being a steward of an area put together a paragraph statement about their proposed plan for the space which they would like to be the steward.

By doing so, there is a reference point for which the steward is held accountable for maintaining. It can be as simple as "these are the plants, this is what needs to be done (including seasonal care)". This proposal statement is due by the end of the year (Dec. 31st). The slate will be wiped clean and all garden members must apply for stewardship of a given area of the garden. Decisions will be made by the winter meeting.

The steward must be in good standing in terms of open hours requirements, etc. They are required to make self available for people to contact him/her should a garden member be interested in participating in upkeep of the area which they are the steward for. It is proposed that there be a certain time frame for which the steward must return calls, (i.e. 2 weeks/three attempts). Steward must also contact the board, other person on the team, or other steward should they not be able to make self available to be contacted and/or complete their duties. Their contact info will be posted online, as well as in the shed. This will facilitate communication between stewards and garden members. By doing so, we anticipate improved participation of garden members. Stewards may also remind garden members during general meeting that a given area is available for maintenance in order to boost participation. We hope to have an interactive map in the near future. Stewards may also send an email to the list serve, communicating things which need to be done to upkeep the area which they represent (i.e. before a work-day).

It is proposed that the master gardeners be steward overlords -

They would be responsible for

- knowing who is the steward responsible for all areas
- they are the administrator (has supervisory role) if need to settle any disputes
- helps in transparency (can relay to the board any happenings, etc.)
- oversee the stewards
- can be there to advise people who want to participate and facilitate communication as needed
- If there are going to be any changes made to a given area, the steward must advise and get approval of the master gardeners.

Eva will revise the proposal accordingly for voting next meeting. Ted supports the proposal and would like to vote in proxy.

Filling water barrels/Garbage/Snow shoveling

Should there be a designated rotating team which receive service hours credit or should we just remind people that these things need to be done in order to maintain the garden? It was an idea in the past which was never implemented.

Concerns:

People need training in how to use the fire hydrant and hose in order to add water the barrels. Often there needs to be more than one person doing it.

Side note = As per Kayla, BANG would pay for protectors for the hose.

Also of note, the garbage may be heavy and/or it may not need to be taken out every week, especially in the winter.

It is decided that we will first try to remind people that the watering barrels need to be filled, the snow needs to be shoveled, and the garbage needs to be taken out. People should want to do it for upkeep of the garden, not just for the hours.

To remind members of garbage responsibilities, we will make a note on the service hours calendar that garbage is to be taken out during the Friday open hours shift after 5PM. If this plan does not work, we will implement offering of service hours.

Two to three times a season, it is proposed that there be a training about how to put water into the barrels. These responsibilities will also be included in a typed sheet given to all new members during orientation.

Other concerns:

Tree wrapping for the winter - proposed to wrap the fig tree

Date for Pumpkin Smash (usually the first Saturday after Halloween)

Bake Sale participation needed to raise funds during the marathon (BANG will have a tent). If people are interested they should contact Kayla.

Proposed that we label our tools with permanent marker. We can do this during our next work-day. We can also take inventory of the items which we have in the shed.

Minutes typed and recorded by Jennifer Richman Garden Secretary