

PHCF 2016 Annual Meeting Minutes
Sunday, February 28, 2016, 12 - 2 pm
Brooklyn Botanic Garden, Rm 236

Present: Traci N., Johanna B., Brian T., Jeff S., Virginia W., Ted D. B., Catherina O., Eva W., William L., Kayla S., Dan F., Sara F. (new), Melissa B. R., Joshua R., Jessica S., - Patrick, Anne L., Redelia N., Ella M., Alex H., Marva S., Aaron D., Lisa W., Jennie S., Bess F. (24 total)

Johanna Bauman chaired the meeting, beginning at 12:16 pm.

Greetings and Welcome - Introductions made around the room.

November 2015 Meeting Minutes APPROVED (17 Aye - 0 Nay - 2 Abstention)

Officer Reports:

Treasurer (Johanna/Ted)

- Our new account through BANG is with New York Commercial Bank. We have a checkbook, debit card(s). PHCF BANG reps and General Coordinator(s) are signators. Original receipts required for reimbursement. Treasurer to create form w/BANG. Quarterly & Annual Reporting requirement (similar to OSI less 8% tax)
- Balances: NYCB Account: \$3,442; Petty Cash: \$365
- Dues collection begins today; due by May Meeting. Make checks out to BANG.

Service Hours (Eva/Aaron)

- Service Hours towards the 2016/17 garden season begin today. Open Hours begin April 1 (through October 31.) Service hour requirements reiterated: general member = 10 hours; box holder = 20 hours, with at least a 60/40 Open/Service Hours split required.
- April Open Hours Calendar passed around for sign ups.

Communications (Will)

- Will reiterated to members new and old various forms of communication, including the yahoo groups list, our website and the bulletin inside the garden. (via phone for special few who do not use email)
- In process of switching web host to save \$70 per year. Expect emails confirming the migration. No action needed.

Compost (Jennie)

- Call for March/April Compost Shifts volunteers. Compost shifts are a great service hour contribution.
- Latest compost tally (July 2014 - Feb 2016): Waste Diverted: 21,275 lbs.; Compost created: 4,763 lbs.

Boxes (Johanna, in Joey's absence)

- Joey has updated the Box Waiting List and the Change of Box Waiting List

BANG (Ted/Kayla)

- BANG budget presented, discussed and approved (18-0-3). To be voted on by all five member gardens.
- Income projected of \$16,067 from individual donors, foundations, government (City Council) and member gardens who have specific expenses (PHCF does not). Expenses projected of \$16,067 include community space expenses of \$11,422 (e.g. fence repair, water bills), Fundraising at \$1,200 (e.g. printing, postage), and Administrative at \$3,440 (e.g. LTA membership, board insurance, website)
- BANG's budget covers PHCF on insurance and potential repairs to plumbing (rain catchment) and fences.
- BANG Annual Meeting: March 20, 2016 from 12 - 2 at BBG, Rm 236
- Taste of 5th (tabling/fundraiser for BANG) is Wed., April 6th, 6:30 - 9:30pm at The Grand Prospect Hall.

Master Gardener (Catherine, Virginia and Traci)

- Portion of Dogwood removed as approved by garden in the Fall. (Catherine)
- Soil needs were assessed and order of 60 bags to be placed with Shannon's Florist & Nursery. (Virginia)
- Mulch delivery coming soon (Virginia)
- Pruning Day proposed for next weekend. Look for details on the list. (Traci/Virginia)

Stewards (Traci, Eva, Catherine)

- First year of Steward program considered a success. Benefits include clarity of organization, better management of spaces, protection against inadvisable planting/removal and greater overall engagement. Room for improvement: communicating and finding help among the garden membership
- Four areas are available for 2016/17 season. Call for Steward applications to be posted soon.
- Stewards are asked to briefly report on last years activities at the April meeting.

- Further discussion of Potato/Strawberry box: box vs. steward area, tabled to April meeting.

IV. Proposed By-Law Amendments

PROPOSED BY-LAW UPDATE REGARDING BOX HOLDERS **APPROVED** (12-3-5)
Clarifies use of a *Change of Box Waiting List* (bold/underlined text approved)

Section 8 – Box Loans

If a Private Box Member knows they cannot cultivate their box for a season (e.g. due to planned surgery, care for a sick family member , etc.) that member may loan their box for one Garden Year. The box rental will be offered to the next person on the box waiting list with the understanding that its use is temporary and for one Garden Year only. The renter/sublessee assumes Private Box Membership responsibilities for the Garden Year. The lender assumes General Membership responsibilities for the Garden Year. The 'renter' will not lose their place on the Box Waiting List until they are permanently assigned a box. The following season the Private Box Member may resume cultivating the box. **If the Private Box Member does not return the following year, their box will be considered abandoned and will be offered first to the other Box Holders on the Change of Box waiting list if they wish to switch planting locations, then to members on the box waiting list.** The renter/sublessee will be assigned the next available box according to their position on the Waiting List. Before any arrangements are made All Box Holders must coordinate with the Box Coordinator if they wish to loan their box for a year or if they desire to move.

PROPOSED BY-LAW UPDATE FOR OFFICER TITLE from Coordinator to General Coordinator **APPROVED** (16-0-1)

The change seeks to provide language clarity where Coordinator and Administrator had previously been used interchangeably.

V. Elections:

Congratulations to new officers and thank you to officers stepping down.

General Coordinator (and Co -General Coordinator(s): Johanna Bauman, Traci Nottingham and Michelle Fried.

Secretary & Co-Secretary: Jennifer Richman, Rosemary Palms

Treasurer & Co-Treasurer: Brian Thompson, Jeff Secor

Compost & Compost Co-Coordinator: Lee Schere, Jennie Specter

Communications Coordinator: William Law

Service & Service Co-Coordinator: Aaron Dobish, Jeff Secor

Box Coordinator: Joseph De Leo

Master Gardeners: Catherine Orrok, Traci Nottingham, Virginia Webster

BANG Rep: Ted has just finished serving the first year of a two-year term, so no vote required

BANG Alternate: Brian Thompson (two-year term)

Emeriti Board Member: Catherine Orrok, Jon Pope

VI. Announcements

- Next Meeting: April 2, 1 pm, (in the Garden)
Draft agenda www.phcfarm.com/welcome/
- Open Hours begin April 1: Sign up on calendar being passed around
- 2016 Dues Collection begins today! (due by May Meeting)
- Grow Together: Sat., March 19, 8:30 - 4 pm
- BBG's Making Brooklyn Bloom: March 12, 10 - 4 pm (workshops, guest speakers, bulb giveaway)
- Congratulations to Dr. Jeff Secor! (rocket scientist)
- Steward applications will be sent soon/in the coming week.

VII. New Business:

a. Material Storage proposal (JS) Proposal to build a structure to house lumber, glass storage (cold frames) and other large materials **APPROVED** (15-1-1), location to be determined at next meeting.

Proposed Meetings and Group Garden Days (Workdays) - Unanimously **APPROVED**

April 2nd, 1PM - Meeting and Workday

May 14th, 1PM - Meeting and Workday

June 12th, 11AM - Meeting and Workday (Sunday date)

July 13th, 7PM - Meeting (Wednesday, weekday evening meeting) and July 9th 10AM - Workday

August 13th, 11AM - Meeting and Workday

September 10th, 11AM - Meeting and Workday

October 16th, 1PM - Meeting and Workday (Sunday date)

November, 12th, 1PM - Meeting and Workday

Annual Events

Plant Sale - May 7th and 8th - Plant Sale (the 8th is Mother's Day)

Summer Barbecue - August 20th

18th Annual Pumpkin Smash - November 5th

Leaf Drop - November 5th, 12th, 19th, December 3rd

MulchFest - January 7th and 8th? (Depends upon Green Thumb)\

Meeting Adjournment: 2:07 pm

submitted by Brian Thompson, Secretary pro tem