

# Prospect Heights Community Farm, General Membership Meeting

April 16th, 2016

## **Attendance:**

Greg Ben C., Debra P., Lisa W., Melissa B.R., Valentine D., William L., Jeff S., Catherine O., Louise B., Michelle F., Isabel D.R., Johanna B., Traci N., Alex H., Martha E., Ted DB., Sheila B., Kayla S., Eva W., Stav B., Jean K., Jennie S., Joanne D., Frances N., Redelia N, Jennifer R.

New Members: Penelope W.

Other: Samir B, Gwendolyn BU, Miles K.

Johanna chaired the meeting which started at 1PM and ended at 2:10PM

Introduction - garden members announced their names and positions on the board, request to sign up for open hours - 20 hours of open hours per week required for garden to remain in good standing. Reminder 60/40 rule - 60% percent of mandated service hours are required to be completed as open hours.

Ratification of February 2016 Meeting minutes - 13 yes, 0 no, 2 abstentions - Approved

Service hours update by Jeff

Jeff explains and distributes sign in calendar and open hours schedule. The April sign in sheet is posted in front of the garden. Services hours fulfilled are posted on PHCF website. Members can refer to it for reference. If a member signs up and cannot fulfill open hours please let people know via email on the list-serve. Garden members who are present at time of unfulfilled open hours may cross out name of absent member on the calendar and add their own.

Communications update by Will

New members please sign up to join the list serve.

PHCFARM website has lots of information including how the garden works, general how to's etc. Our website is currently signed up with a month by month program for hosting. Less expensive companies and other options will be explored.

Compost report by Val

Nothing new to report. It has been a very busy season. Garden members are requested to please sign up for compost hours. The compost team is always seeking new members. Please see Jennie after meeting to join up. Some repairs will be done during the

scheduled workday following this meeting. It is a great way to get service hours and open hours when done during scheduled open hours.

#### Master Gardener report by Katherine and Tracy

More pruning will be done later on in the season due to unpredictability of weather right now. The red bud is leaning and listing a little. Not sure what to do about it at this point.

We have an opportunity to get lumber from Green Thumb if attend next meeting. Suggested that we go to their meeting April 19th 6 to 7:30PM. It is a good workshop if interested in raised beds and irrigation. Materials can be delivered to the garden. This would be great opportunity because delivery in Fall could help repair boxes.

Annual plant sale is in two weeks May 1st. Members are requested to pot up extra plants. Do not trash them please. Aspiring members please communicate and ask questions with Master Gardeners if unsure what to keep, throw out, what is a weed, etc.

#### Bang update by Ted

(BANG Brooklyn Alliance Neighborhood Gardens) BANG is currently the holder of our insurance and the deed to our land. They have a modest budget about \$16,000 for income and expenses, property insurance, plumbing, repairs, etc. BANG gets some funding politically for special events in the community. Meetings are open to all garden members. BANG will have a tent during the Fabulous Fifth Avenue event on Wednesday May 15th.

#### Treasury report by Jeff

\$3,147 is currently in our BANG account and \$423.85 in petty cash. BANG can help us prepare and paint the fence. All original receipts need to be saved. In order to get reimbursement, original receipts must be submitted. Please give them to treasurers for reimbursement. All checks must be made out to BANG for member dues. BANG has a tax-exempt status. Please make sure to pay member dues to ensure good standing as garden member - may be given to Jeff after meeting.

#### General Announcements

Communal Gardening Areas/cold frame by Michelle and Jeff - a cold frame is currently in one of the boxes. Do members want to keep this cold frame where it is or remove it? Agreed to keep it for a couple more weeks. Seeds germinate more quickly in coldframe and it does not preclude space. Members must remember to water seeds and plants regularly to prevent from drying up. Requests that garden members using the communal areas not plant very bushy crops such as green beans because they often grow into the other person's space. Reminder all members especially those with no box of their own are welcome to plant in the communal areas in the back of the garden.

Also current box holders please send an email to Joey if interested in sharing a box with another garden member. The box list is circulated to members during meeting.

Stewardship - Incidents and accidents avoided by better organizing communication and supervision of stewarded communal areas. A sign up list is circulated. Stewardship is a good way for new members to become involved. Steward map and participant listing will be posted in the shed. Reminder - please communicate with Stewards and Master Gardeners before making decisions (i.e. pulling up plants, etc).

Rules- The bylaws have been reviewed recently. Bylaws can only be updated during the 1st or last meeting of the year. Rules can be updated at any time during the season. Johanna sent out an email to the list serve to get feedback/suggested changes on current rules. It is suggested that we create a 10 top rules for posting in the shed for reference and clarity. A committee is suggested to be formed to further revisit/revise rules. Please see Johanna if interested.

Voted and approved revision to rules - 18 yes, 0 no, 2 abstentions  
Garden members may request to be reimbursed for incidental gardening expenses related to regular communal gardening operations or approved communal projects up to \$50 without prior approval with the understanding that such reimbursements are subject to final approval by the Treasurer(s).  
In order to be reimbursed for expenses, garden members must submit original receipts.

Reminder- Garden members cannot give their keys to non-garden members at any time. This has been a problem in the past.

Plant sale - Two garden members requested to be present per shift. There will be a list of necessary information for reference (prices, etc). times: Saturday May 7th 10am-4pm, Sunday May 8 10am-6pm.  
Saturday April 30th Ruth needs help to bring plants from retailer to garden. Member volunteers.  
Requests to pot up mint and label/water it, the garden has an endless supply - can be sold during sale. Nursery located underneath the plum tree.

Water tanks - Plan to clean them in May - Barrels must be dismantled and cleaned. Phil has offered to help out

Unused cold frame - Jeff offers to put out/discard the unused coldframe. Agreed by all.

Hand tools in shed - Jean took inventory of hand tools in shed - we do not have enough. Approved to buy more. Master gardener Catherine advises that solid metal aluminum is best. Suggested to send email to board, general members, BANG, and other BANG gardens - perhaps a cluster of gardens can buy in bulk because this is a common issue. Suggested to send the shopping cart to Jeff or Brian and Ted.

Lawnmower- Johanna plans to sell lawnmower during garage sale and give the money to the garden. It is not currently being used and just taking up space. (Was donated by James - a garden member)

School Trips to garden - Jennifer will be hosting special needs pre-school class to plant seeds in half of her bed, water them, and play in dirt box. Event form will be filled out and adult supervision will be ensured. Date not confirmed.

Respectfully submitted,  
Jennifer Richman Garden Secretary