

MINUTES  
August 4, 2020  
DUNWOODY COMMUNITY GARDEN BOARD MEETING

MEETING DATE: August 4, 2020 (this meeting was held virtually via Zoom video conference call)

ATTENDEES: Ann Bone, Art Simon, Sheila Wilder, Cyndie McGill, Bill Grossman, Teresa Hennessee Tielke Baker, Jeff Leech, Stasia Kelly, Mike Hayward, and Tilda Liu

The meeting was called to order by Ann Bone at 6:30 pm est

Minutes from the last BOD meeting held July 7, 2020, were presented. After review by the BOD, a few corrections were made. Teresa Hennessee made a motion to accept the Minutes as amended. Motion was seconded by Bill Grossman and unanimously approved.

Membership Update – presented by Mike Hayward

Eleven email notices were sent to plot holders regarding potential plot forfeiture. Plots notified are 107, 111, 112, 113, 201, 212, 302, 303, 506, 515, 607. Two of the email notices "bounced" back, plots 201 and 303, and hard copies of the email were sent to the provided mailing address via US Mail.

In order to avoid forfeiture these eleven plot holders need to 1) respond to the email notice (or hard copy) and 2) have their plot cleaned and planted no later than Wednesday, August 5.

To date two plot holders, 111 and 607 have indicated that they will surrender their plots. Plot holder 607 is moving and plot holder 111 has health issues and has requested to be placed back on the plot wait list.

Five plot holders, those at plot 112, 113, 303, 506 and 515 have responded and indicated they will be retaining their plots. All five of these plots are currently in good condition.

Four plot holders, 107, 201, 212 and 302 have not responded to email. These plot holders have until close of business tomorrow, August 5, to respond and to have their plot cleaned.

After Wednesday, August 5 plot holders in potential forfeiture that have not responded will forfeit their plot per the terms of the DCGO Bylaws. Notice will be sent to these plot holders and they will have the option to be placed on the plot wait list if they make that request. Available plots will then be offered to those on the plot wait list. A response from those notified will be needed, along with payment, by August 15, 2020 or the open plot offer will transfer to the next name on the wait list. As of today we have 36 names on the DCGO plot wait list.

Annual Meeting Plan – presented by Ann Bone

September 20, 2020 was selected as the date for our annual meeting. However due to COVID-19, no events can be held at BrookRun Park for the rest of the year. No Master Gardener training classes can be held live; they will have to be held virtually. No more Storytime in the Garden. The large pavilion in the park cannot be reserved for groups

We have searched but cannot find a venue for our annual meeting. Deb and Judith Miltoe have offered to host a group Zoom for DCGO (virtual meeting). The timing of the virtual meeting will be the same at 4:00 pm on September 20.

There will not be any grilling, no food, no tents, and no music. Ann to send out notice to the garden members.

Proposed By-Law changes. Presented by Ann Bone

At the last BOD meeting, Art Simon had advised the BOD that he wished to continue his role as Greenhouse Manager, but did not want to be a BOD member or participate in the BOD meetings. We discussed options to continue to allow Art to continue for continuity and the wealth of experience he brings to the Greenhouse. The BOD agreed to create a liaison position with BOD member Bill Grossman to act as a conduit for communication between the greenhouse and the BOD. We would need to make a change to the By-Laws to accommodate this change. However, Art Simon has decided he will remain on the BOD for another year. Therefore, the proposed change to the By-Laws from last meeting will be rescinded as that is now a moot point. However, there are other changes that need to be made to the By-Laws to clear up any ambiguity. Those proposed changes are listed below:

Article III: Membership and Garden Plot Allotment, Plot Holders. Amendment 9/16/18, second sentence, change to “Each member must be in good standing before **December 31.**” Also amend the next to last sentence to read, “Deadline for payment of renewal will be **December 31.**”

Motion seconded by Bill Grossman to accept the proposed By-Law change above.  
Motion was passed unanimously

Membership and Garden Plot Allotment, add a new section, **Affiliate Membership: A person may elect to join DCGO as a non-plot holding member by paying annual dues as determined by the BOD and signing an Affiliate Membership Agreement. Affiliate Membership privileges shall be determined by the BOD. Plot holders may elect to become Affiliate members by releasing their assigned plot back to DCGO at any time during their membership.**” Note: Affiliate Membership is detailed in a section on our new website.

Motion seconded by Bill Grossman to accept the proposed By-Law change above.  
Motion was passed unanimously

Article IV: Board of Directors, Power and Duties: 7<sup>th</sup> paragraph, “Four” to be changed to “**Selected**” and the entire second sentence shall be deleted. **Credit cards are approved for the Chairperson, Vice-Chairperson, Main Garden Manager, and the Greenhouse Manager**

Motion seconded by Bill Grossman to accept the proposed By-Law change above.  
Motion was passed unanimously

Election: Delete “in August” from 1<sup>st</sup> sentence . . . Election of Directors takes place annually **in August** at a general meeting by secret ballot, or by proclamation if agreed to by members in attendance.

Motion seconded by Bill Grossman to accept the proposed By-Law change above.  
Motion was passed unanimously

Each change will be sent to all garden members for their review prior to the annual meeting. Ann will send communication to all garden members.

Proposed Slate of Candidates for the 2020 – 2021 season

We will need to finalize the slate of candidates for the next year by August 19 in order to submit to the garden members. Tielke to get the names to Ann by August 19

#### Theft of Fruit from the main garden

The apples, pears, and persimmons from the orchard were removed during the past week. Unfortunately, they were not removed by the harvest team. Ann has spoken with the Parks and Rec department of the city of Dunwoody to see if added security is in the plan for the park. They advised they will be purchasing more security cameras.

Bill Grossman advised that the city had a new vendor whereby they lease the cameras and if a camera goes down, the vendor will replace it.

If we don't have cameras positioned by the garden/orchard entrance, we won't know who is going in.

#### New Website demonstration by Cyndi McGill

The new website for DCGO is ready to "go live" pending approval by the BOD and training (by Cyndi and Ann).

Cyndi went through the different aspects of the website from landing page to resources and advised of updates/improvements from the initial presentation back in May as follows:

Here's What Happening in the Garden – announcements will change frequently. We will be able to change/update ourselves

Come Grow With US – if you want to donate crops from your plot, you can click on link "donate now" that goes direct to the Harvest Team Manager

After discussion from the BOD, it was determined that from this website (year 2020) we would post current Minutes on the website (for current calendar year). If someone wants to review Minutes from prior years, those older Minutes would be made available by a request to the BOD.

A request was made to add a statement that we offer ADA accessible (handicap) raised beds.

Cyndi to check on the appropriate terminology that needs to be on the website to indicate we have raised beds for those in wheel chairs, but not to imply that we are ADA certified and meet all ADA standards, which we don't.

Multiple links throughout the website for visitors to click and get routed to Membership, Harvest Team, etc.

Suggestion was made to add a 2<sup>nd</sup> email to membership with link for members to forward their update info (phone, email) to membership

Events/Classes – if you position your cursor over the title of an event, detail on that event will appear

Request was made to see if the font throughout could be made darker, as it may be a little easier to read

Cyndi and Ann to schedule training for other members to:

Update photos on the site

Adding Minutes to the site

Adjusting calendar items (edit/add events)

Etc.

Cyndi to set up in the next week or so

Assigned Responsibilities for who does what on the website. A user guide to be created and those tasks to become part of the BOD role. Cyndi and Ann to work on the User Guide together.

It would be a good idea (best practice) to have a second set of eyes review whenever updating content to the website.

Instagram Account –

DCGOBrookrun is our Instagram account.

Ann Bone and Eleanor Geddes are uploading to Instagram. They have 52 followers.

Ann to send out a communication to the membership advising that we now have an Instagram account and members can upload photos.

Subject to training and receiving a user guide, we owe KappKoncepts \$1,425.00. BOD agreed they had earned their money and the website looked great. We have approx. \$1,700 in checking.

Bill would move \$1,000 from our savings to our checking account

Treasury update – presented by Bill Grossman

As of today, we have approximately \$5,335.42 total from both our savings and checking accounts

Garden Update – presented by Jeff Leech

Jeff has been rebuilding plots and finding stinging insect nests.

He has been working with Eleanor Geddes over the last couple of weeks cleaning out plots and harvesting for the charity bed

We have probably 8 to 9 plots that need to be rebuilt at a cost of \$28.00 for materials for each plot

We have purchased some new hoses for the charity bed (approx. \$30 each) they are black, stretchy, and not so heavy for use in the charity beds.

We pay approximately \$300/month for landscaping

There are approximately 15 to 20 plots in limbo. Ann advised that we need to keep after the members and requested Jeff to get with Mike and advise list of plots that we need to follow up on with members as they don't appear to have been tended to in quite a while.

Locks – the locks were cut off the front entrance and new locks were installed to replace the missing locks. The combination was changed on the locks and notice was sent to all members via email. Notices were placed on the gates advising members to call to secure new code if they did not receive notice via email.

Swing donated by Mill Martin in the orchard – broke, but screws were put back in and now works fine.

Back gate 2 x 4 support beam rotted out. It needs to be repaired. It is on the “to do” list.

Storage Shed at main garden. The city paid for initially to have electricity run to the storage shed in the main garden. During construction, the power was cut. We did not want to pay the cost to reconnect power to the shed. The only electrical item in the storage shed is the refrigerator.

Recommendation was made to move the refrigerator from the storage shed in the main garden to the greenhouse and to use that as additional storage space for harvested produce before it goes to St. Pat's.

Greenhouse update – presented by Art Simon

The greenhouse is shut down for growing new items – too hot.

We will start planting fall vegetables in August, not for public sale, but for member purchase only

Captain Planet – wants to purchase plants from us

Mika Oda and Kathy May – volunteers at the greenhouse who are a great help. For their service, we gave them vegetables from beds out front of the greenhouse complex.

Other

Stasia Kelly, at last BOD meeting, expressed interest in continuing with the BOD in her capacity as Community Outreach Director; however, she is not a garden member. Ann advised that the BOD had decided not to set the precedent of allowing non-members on the BOD, that last January's action to allow her to continue on the BOD was done mid-gardening year. Stasia asked whom she should coordinate with to pass the Community Outreach baton to; that would be Ann Bone.

Ann and Stasia to discuss Community Outreach offline.

With no further business, the meeting was adjourned at 8:02 pm est

Respectfully submitted

Teresa Hennessee  
Recording Secretary

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