

## **Atwood Community Gardens Committee – Notes, April 10, 2018**

**[Present in bold]**

**Michael Brockman**

**Allison Dungan**

John Herbst

**Ralph Johnson**

**Steven Meyer**

**Joe Muellenberg**

Michael Lemberger

**Annette Nekola**

**Jefren Olsen**

**Cynthia Schuster**

**Larry Weber**

### **Agenda**

- Gmail account - status and monitoring
- Status on waiting list
- Registration and billing follow-ups
  - Registration form updates for next year
  - Volunteers spreadsheet
  - Hay order
- Plot assignment issues
- Handbook & water system document updates
- Saturday All Gardener Meeting

### **Minutes**

- Gmail account - status and monitoring
  - Annette and Allison monitoring
- Status on waiting list
  - No one to take over from Larry yet
  - [Link to Google Sheet waiting list](#) (not up to date)
  - Annette interested to learn more about Larry's waiting list process until someone can be found to take over
  - Larry to send updated waiting list to Annette
  - There was some discussion of whether Sam could maintain the waiting list in the future, but final decision was to try to find a volunteer within the Committee or Gardeners. Could call for a volunteer from the volunteers list or ask for a volunteer at the All Gardeners Meeting.
  - Larry already sending new plot assignments to Atwood.Garden@gmail address.
  - Suggestion to consider residential geographical restriction, but no decision made.
- Registration and billing follow-ups

- Annette met with Sam last week and went through registration information, worked out plot fees.
- See [Google Sheet](#) with volunteers, plot fee calculator, etc.
- Registration form updates for next year - deferred to next meeting.
- Hay order (405 bales total, \$4.25 per bale)
- Plot assignment issues
  - 17a - Plot tenant has given up plot but had undocumented co-gardeners with a dozen garlic plants in the plot; They have requested to keep the plants; Committee consensus is to reassign 17a and give the new tenant the option to allow previous co-gardeners access until garlic harvest.
  - 24b & 25 - New tenants in 24b. Allison to contact tenants at 25 to move compost or pay for the extra space used.
- Handbook & water system document updates
  - Suggested edits and comments to the handbook were recorded in a Google Doc and finalized. [Link to final Google Doc copy of the Handbook.](#)
  - Plot monitoring - Decision to make no updates to rules, main issue in 2017 was insufficient volunteers.
  - Sean's & Amy's name & phone have to come off water document; Steve is going to look for volunteers on Saturday; will update on website when available
  - Steve to email water volunteers to ask them to come on Saturday
  - Michael to send a PDF of the Handbook to Sam for posting to the website.
  - Allison will email out a copy to the Gardeners.
- Saturday All Gardener Meeting
  - Allison to start the meeting
  - Jefren to talk about plot monitoring on Saturday
  - Annette to talk about the co-gardener policy
  - Ask for volunteers (e.g. waiting list)
  - Split meeting into volunteer groups at the end
    - Common area - Joe (weeding of compost areas; organize common area cleanups; ordering wood chips & compost; Ellen & Susan already maintain some areas but don't want to be part of 'group')
    - Straw delivery - Ralph
    - Water system - Steve
    - Plot marking - Larry
    - Plot monitoring - Jefren
    - Harvest share / Community Committee - Ralph
    - Garden Communications - Allison (Facebook; email monitoring)
    - Billing and logistics - Allison
    - Atwood Community Gardens Volunteer Leadership - Michael
  - Allison & Michael to send out summary of all-gardener meeting afterward
  - Seeds for distribution - Joe to bring some; Tracy has some
  - Annette to follow-up with Tiffany from Greenhouse store on seed donations for All-gardener meeting

- **Decision:** Rename ourselves to Atwood Community Gardens Volunteer Leadership
- Michael to ask Sam to print 25 copies of the handbook to bring to the All-gardener meeting.
- Univ of Michigan survey - Annette to send out survey

**Action items (new, open/ongoing, and recently closed/completed)**

- [Completed] Annette to upload to gDrive and send to Sam package of spreadsheets that Amy sent out last Spring
- [Completed] Annette to send Sam the garden plot dimensions
- [Completed] Larry to send current wait list to Annette for upload to Google Drive
- [Completed] Larry to reassign 2 open plots: 4b, 12b
- [Closed] All committee to review handbook for potential changes for discussion at April 10th meeting
- [Closed] Michael B to send out info on plot monitoring proposals that were recorded in prior meeting minutes
- [Completed] Michael B to create PDF of minutes and send to sam@goodmancenter.org for posting on the Gardens website
- [Completed] Allison to add hay request to registration form.
- [Completed] Allison to ask Joe to order the hay, same farmer as 2017
- [Completed] Allison to send out email message with registration form, include April 14th 9:30am-11am All-Gardener Meeting in the Evjue room; Registration due by Wednesday, March 21st
- [Completed] Allison to send follow-up message only for people who haven't sent them in on March 23rd
- [Completed] Annette to ask Goodman to send out bills by April 2nd with plot payments due back by 16-April, and will check with them on proposed dates
- [OPEN] Need delinquency list from Goodman after 16-April, for follow-up/reassignment
- [NEW] Larry to send updated waiting list to Annette
- [NEW] Larry to reassign plot 17a, give new tenant the option to allow prior co-gardeners access until garlic harvest.
- [NEW] Allison to contact tenants at 25 to move compost or pay for the extra space used.
- [NEW] Steve to update water system document with new contact information after April 14th meeting of volunteers at the end of the All-gardener meeting; Ask Sam to update on website
- [NEW] Steve to email water volunteers to ask them to come on Saturday
- [NEW] Michael to send a PDF of the Handbook to Sam for posting to the website.
- [NEW] Allison will email out a copy to the Gardeners.
- [NEW] Allison & Michael to send out summary of all-gardener meeting afterward
- [NEW] Annette to follow-up with Tiffany from Greenhouse store on seed donations for All-gardener meeting
- [NEW] Michael to ask Sam to print 25 copies of the handbook to bring to the All-gardener meeting.
- [NEW] Univ of Michigan survey - Annette to send out survey

**Next Meeting**

- Saturday, April 14<sup>th</sup>, 9:30am-11am, All-gardener meeting at Evjue Room at Goodman Community Center
- Tuesday, May 8th, Atwood Gardens Committee meeting at the Goodman Community Center