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## Steering Council Meeting Minutes

Meeting Date: December 7, 2022

Meeting Time: 6:30PM

Members Present: Neal [facilitator], Dave, Mary, Beth, Lyn, Kat & Eric (Aka ERKAT)

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*Unless explicitly stated otherwise, any statement is reflective of an individual board member and not the opinion of the Board as a whole.*

### Agenda Items:

1. Introduced Eric & Kat - discussed how they'll split the secretary role: Kat will take notes, Eric will post to the website, both have access to Google drive, Eric has access to the website. Primary task is to get past meeting notes converted to minutes and then once approved, uploaded to website. Big thanks must be extended to Kristen for making meeting notes over the past year plus.
2. Completed plots plus: All the plots on Amherst have been rebuilt including 18 & 19. Three plots on the Adelphi side still need to be rebuilt, but some of the original panels look like they have been compromised by time and weather. We have several failed plots on Amherst. Do we want to change the material (EXTREME STRETCH ELASTO SEALANT?) or order replacements if there is money left in the grant budget till the end of the year?  
  
Neal requests to move to Plot 72 – one of the 2' tall plots which he is currently building. It's his 21<sup>st</sup> self-built plot. Same price as regular 4x12x1. Three additional tall plots hopefully ready by next March/April - Granted
3. Rebuild and other tasks this Sat: Plot #59 scheduled for Saturday unless raining, not sure who the leader of the team for the rebuild will be as Dave indicates his possible unavailability. Dave will send a Rally message to the Infrastructure team for a possible fill in lead and follow with a text if no response. Key is building it up with granite & there is the matter of moving the wood prior to the rebuild. Neal is concerned that without Dave as a leader for the rebuild it may not happen.



Perhaps if Dave is not available it should be rescheduled. – TBD based on response from Infra team or change in Dave's availability.

Should a rain date be established? No decision. Will review day of if necessary.

Empty plots need soil. Mary notes that 19 volunteers have signed up to help this Saturday but there are always no-shows.

Neal - Plinth project needs helpers. If there are enough volunteers to go around he will take a few.

#### 4. Compliance issues:

A. Service Hours: There is a new coordinator looking at the documented service and will produce a list to share with Beth who has more information about exceptions due to health and other waivers. After the cross reference there an email has been sent to inform those who need to keep up their hours. There are also letters sent to members if their plot has been neglected to see if those plots have been abandoned or if they need help. Note that several members have been consistently delinquent with reporting or performing. Final decision to determine next steps to be made at Jan 2023 meeting.

B. Plot Maintenance: 2 Ft. perimeter weeded, how the plants in the plots are being cared for will be enforced more in the new year now that we're not as impacted by the pandemic as we have been in the last two years.

6. Neighborhood Partnership Program grant for the rebuild required 100 volunteer hours contributed off site i.e. not at the garden. Kristin's securing volunteers at several It's My Park Days netted the requirement for in-kind hours.

Submitted the information for the dumpster for the last outstanding invoice. The money needs to be spent by the end of the year – could it be used for damaged panels replacement?



5. Misc.: Fresh delivery of woodchips are from BrightView (same company that takes care of the Heritage Oaks), instead of the usual CleanScapes.

Addendum: "Regarding grant funds, we have used our main grant and are now working off contingency funds. We did purchase 25% additional panels in August 2022 on top of what had already broken, but it sounds like we still need more material. I believe we can get that additional funding, but it will have to be the last purchase as this is coming to a close. We have \$3,840 lefts to use on final panels/material." Kristen

**Action Items:**

ACTION	OWNER(S)	TARGET DATE	STATUS
UPDATING THE GATE CODE	Neal & Dave	JANUARY 2023	PENDING
REFORMAT MEMBER AGREEMENT? BILAWS?	Neal, Beth, Lyn	IN THE NEW YEAR	PENDING
GENERAL MEETING & ELECTIONS	TBD	BEFORE APRIL 28TH	PENDING
2022 MINUTES – EDITED & UPLOADED	ERKAT	JANUARY 2023	PENDING

**Minute Approval and Reports**

Approval of Minutes: YES – 01/05/2023

**Reports**

- Treasurer:
- Plot Coordinator:
- Plot Compliance:

Motion to Adjourn was made, seconded, and approved.

Adjourned at 7:30 PM