

Proposed Minutes
Hansberry Garden and Nature Center Board Meeting
Nov. 29, 2018
Home of Claudia Ginanni

Present: Kurt, Hillary, Claudia, Laura, Keisa, Kathy, Janet, Camille, Dennis, Shelah

1. Meeting called to order: 6:15

2. Consent Agenda: Minutes of last meeting and agenda both **approved**

3. President's report (Claudia)

a. Maintenance Issues

i. Rubble pile: paid for through Facebook Giving Tuesday contributions. Process for receiving matching funds unclear.

ii. Water supply: Shut off valve non-functional, resulting in sink plumbing damage due to freeze over Thanksgiving weekend.

Action taken: Ray Maldonado asked to review both issues.

Note: Need a streamlined approach to resolving problems observed by members; identify who to notify of specific problems.

Proposal: Post maintenance committee email and/or phone number to report issues at the site.

iii. Scrap wood: blocking easement driveway. Friend of garden has a pick up truck available weekdays.

Actions: a) Claudia to schedule days to remove and coordinate with those who offered to help.

b) Dennis will call Domino Lane to see if it takes loose debris or needs to be bagged.

iv. Goats and poison ivy: Not an option in our space.

b. Fundraising

i. Claudia has sent report to Weavers Way for their grant to support the pergola.

ii. Hawaii donor: Contribution request received; interest continues. Claudia put together a photo book to send as a thank you.

Action: Keisa or Claudia to check the PO Box!

c. New Board member request: need short bios and picture, if OK, to post on website **No objection**

Action: Claudia to set up individual conversations with Board members to discuss ideas and responsibilities for the coming year and would like to set up a special board meeting to learn best use of GoogleDrive

4. Treasurer's report (Keisa)

a. Balance: MM: \$11,641.33 (includes Kelly Green funds)

Checking: \$3,115.08

Action: A full report will be sent in the near future to all Board members.

5. Committees

a. Kelly Green (Dennis):

- i. Conversations with GUCDC about taking over fiscal sponsorship are being set up due to additional insurance requirements and staff needs for future large grants.
- ii. GoFundMe up and running with \$35,000 goal, to keep programming in meadow, garden and partnering options alive along with payments to landscape architect Sarah Endriss possible.
- iii. Info submitted to PWD with Sch. Dist. approval for possible engineering and design work that would eventually lead to larger stormwater infrastructure work. Major capital campaign will be a necessity.

b. LUMP: (Kathy)

- i. Estimates for financial Ed Chun completed and submitted
- ii. Design for pathways being developed (Marta)
- iii. Need to consider how to finish pergola/amphitheter area: a swale in the pergola area? TBD.

c. City Harvest: (Janet)

- i. CH benefited from harvesting from beds where members were not doing it themselves.
- ii. All harvests were weighed. Report in near future

6. New Business

- a. Motions to elect Sheila Harper and Kathy Miller to the Board. **Approved**
- b. Committee chairs proposed and voted on. **All approved.**

i. Fund Raising - Camille

ii. Finance - Keisa

Program - co-chairs: Laura and Sheila. Ideas raised:

IPHS can run workshops with advance planning

Primex-run workshops?

Ask different member to take charge of monthly potlucks?

LUMP - co-chairs: Dennis and Kathy (continuing)

Membership - Janet

Communications - co-chairs: Claudia and Camille

City harvest -Hillary

Maintenance - Kurt

Proposal:

c. Task forces for Spring

- i. Spring Gathering: Claudia (chair) will take responsibility for organizing the event.

d. Need for officers

- i. Secretary needed as a note taker as well as to maintain a record of Board members terms. Motion to accept Hillary as Secretary. **Approved**
- ii. Keisa nominated for a second three year term on Board and Treasurer. **Approved**
- iii. VP position proposed as a possible "Pres. in training". TBD.

- e. Fundraising for 2018
 - i. Annual appeal letter will be sent by email unless a member suggests a hard copy for specific contacts. Agreed that it should not include mention of the Kelly Green fund appeal. **Action:** Claudia will draft a letter for review next week.
 - ii. Thank you letters for contributions will be coordinated between Chair (Claudia) and Treasurer (Kesia). Dennis will make sure contributions to Kelly Green are addressed by KG steering comm.
- f. Gift to New Hope Baptist: \$100 in appreciation for our use of the facility **Approved**
- g. Use of amphitheater: concert series? fund raising to pay for concerts? contributions?
Informal proposal to begin considering ideas and share with Program chairs
- h. Proposal to invite renewals by Feb. 1st so that members can begin garden early, if interested. **Approved.**
Action: revised membership forms will be shared by email to Board for approval in advance of next meeting

7. Next meeting: January 24th, 6:30 PM, 4909 Pulaski Ave.

Agenda items:

- a. Committee chairs and officers should propose job descriptions to determine best division of responsibilities
 - b. Consider ways to review by-laws, future of LUMP, etc.
8. Adjournment: 8:20