

Minutes

Meeting of the Hansberry Garden Board of Directors

April 23, 2022

Conducted at Hansberry Garden

Present: Hillary Van Anda, Kirk Raper, Claudia Ginanni, Janet Peterman, Dennis Barneby, Lauren Divinagracia, Kathy Miller, Sarah Getz, Dan Crozier, Camille Poinvil

- A. Meeting Called to order at 9:30 a.m.
- B. Agenda approved by unanimous voice vote
- C. Minutes of March 5 meeting approved
- D. Election of new board members as committee chairs
 - a. (APPROVED) Lauren Divinagracia: board member, secretary, Communications Committee Chair
 - b. (APPROVED) Pamela Darville: board member, Fundraising Committee Chair
 - c. (APPROVED) Megan Bridge: board member, Events Committee Chair
 - d. (TABLED) Troy Jenkins and Dan Crozier for Landscape/Maintenance Committee co-chairs and board members
- E. President's Report
 - a. United Site Services (Portable Toilet) Dispute resolved with + \$1200 refund thanks to Pam Darville; now have new portable toilet from One Site Services
 - b. Sanctuary Farms Greenhouse visit conducted; built, but in need of heating for seedling grow tables so not fit for HGNC needs at this time
 - c. Weavers Way Co-op Relationship - HGNC formally supporting initiative to have Germantown Branch; Camille working towards partnership/sponsorship with Kelly Green
 - d. (APPROVED) PA vendor number reactivated and approved vote to disclose bank info for direct deposit

- e. **(APPROVED)** Accessible Plant Bed Budget Approved for \$900 total cost of materials and labor; beds D11 and D12 to be replaced with new plans
- f. **(APPROVED)** Water Project Budget Approved from Flash Plumbing and Heating - \$5,930
- g. **(OUTSTANDING)** Need to transfer email accounts to new committee chairs (fundraising, events, maintenance)
- h. **(OUTSTANDING)** Working on potential Farmer Jawn collaboration on urban-ag grant for plant propagation room - need funding for heating, electricity, and water
- i. **(REJECTED)** Oak Street Adult Health proposal to table/distribute literature and print materials at this time; may be revisited as corporate sponsorships as HGNC grows

F. Committee Reports & Related Updates

a. Finance

- i. Sarah Getz appointed as of last board meeting and now in process of closing out finished months of 2022 for fiscal report
- ii. Working on migrating info into more cost effective system and standardizing budget needs for each committee as well as intake for donations, membership fees, and in-kind gifts
- iii. **(APPROVED)** New reimbursement procedure
 1. 4-6 week time frame to file receipt for reimbursement from date of purchase
 2. Receipt needs to have date, dollar amount, and items bought from place of purchase
 3. Receipt needs to be texted, emailed, or physically handed over to Sarah Getz
- iv. **(OUTSTANDING)** Create new chart of accounts for discounted Quickbooks subscription sales-tax exemption applications

b. Membership

- i. Lots of new members with 3 households now on a waiting list
- ii. 2 unresolved beds at the moment
- iii. New plot plan with 10 beds dedicated to garden collective

c. Garden Collective

- i. Already have begun to meet; beds B2, C2, D2, D7, C11, C12 have already been planted
 - ii. Collective Members have voted to allow non garden members to officially Collective if they participate in 3x sessions/meetings
- d. Fundraising
 - i. Plant Sale
 - 1. (APPROVED) \$800 budget for Plant Sale and appointment of Dennis Barnebey as plant sale inventory manager
 - a. Budget includes plants to be bought and for potting soil needed for repotting of plants
 - b. Flyers already distributed and online marketing campaign implemented
 - 2. Volunteers have signed up through Sign Up form Claudia created on HGNC website
 - a. Camille made donation form for anyone who wants to donate plants to the plant sale
- e. Kelly Green
 - i. (APPROVED) Contracting Camille Poinvil for garden education services
 - ii. Classes recently adopted beds in a very cute ceremony
 - iii. New bench and signage in garden thanks to grant funding
 - iv. Workshops in progress/planning
 - 1. Suet feeders/bird feelers
 - 2. Foraging Walks
 - 3. Native Plants Walk
- f. Communications
 - i. (TABLED) Communications budget to be resolved next meeting
 - ii. New communications plan to be implemented
 - iii. Introduced ideas for donation incentives, print materials, and other suggested ideas
- g. Events
 - i. (APPROVED) \$3000 proposed budget
 - ii. Concert Evenings on the 2nd Sunday of Each Month

1. June 12, 2022 - community music night with garden members performing
 2. July 10 - jazz night
 3. Aug 14 - singer/songwriter night
 4. Sept 11 - dance music night
 5. PENDING DATE - karaoke night (originally proposed to be same as community music night but suggested to create separate event)
- iii. Workshops (recommended to be free events)
1. Herbal workshop
 2. Bouquet Bar/Make Your Own Planter 1
 3. Bouquet Bar/Make Your Own Planter 2
 4. Fermenting and Preserving
 5. Food Ways Workshop(s)
 6. Kids Pumpkin Painting
- h. Landscape/Maintenance
- i. Shed door successfully repaired - \$50 cost of labor
 - ii. Beds successfully repaired - \$1900 total cost of repairs
 - iii. **(OUTSTANDING)** Need to dispose of old wood from bed repairs

G. New Business:

- a. Date for next meeting: Saturday, May 21, 10 a.m. at the garden.

Adjourned 11:30 a.m.