

**Manhattan Community Gardens
Minutes of March 6, 2013, Board Meeting**

Present: John Rodgers, Ron Downey, Jenn Campbell, Linda Teener, Leila Maurmann, Kruger Bryant, Pat Butler, Cybil Perkins, J. David Mattox, Max Urick, and John Drach.

John R called the meeting to order at 5:40 pm at the UFM meeting room and provided time for prior Board minutes to be read. No special report was provided by the Vice President. After review of the February Board meeting minutes, Ron moved approval, Pat seconded, and the motion carried.

Linda gave the Treasurer's report. Linda provided the income and expenses through February as compared to the 2013 Budget. It was noted the newsletter expense was not yet reflected in the report. Pat moved acceptance of the report, Ron seconded, and motion carried.

Committee Reports

Compost & Mulch-Max provided a written compost and mulch summary report regarding availability and cost. It was noted we cannot take our provider sources for granted. Additionally, the providing of compost may become a future cost item. Contacts will be made with some County Commissioners encouraging the county to provide additional compost at no cost. Linda will also provide a 2013 gardeners summary report to the county commissioners in a meeting setting.

Newsletter-Leila reported the newsletter as edited was sent this week. Some had received it.

Tilling-Pat was informed of the 37 plots to be tilled and Pat provided his plans regarding completion of the tilling by the committee and himself.

Equipment-No special report as the equipment is ready to be used. John R has started and ran all equipment at both locations.

Correspondence-Cybil reported emails and telephone calls were generated by the new gardeners. Co-gardeners names have been added to the email distribution lists. Emails were generated regarding the welcoming letter, the 2013 lock combination, canceled equipment training, and work day responsibilities.

Riley Lane-Ron reported a small amount of clean up is needed on and around the gardens on Riley Lane. Ron also discussed his plans regarding the raised beds for plot 73 (old 66). John R reported he spent 3 to 4 hours cleaning up plots 102 and 103 (old 95 and 96).

Collins Lane Long Range Planning-Ron reported he will call a committee meeting so the committee can discuss all ideas that have been received.

Records-Kruger and Leila reported there have been 246 plots rented to date for 2013 by 121 returning gardeners and 38 new gardeners. Four plots remain at Riley and 25 plots remain at Collins.

Garden Show-Max reported the Garden Show is completed and positive feedback was received. Twelve new gardener interests were obtained. The pre-planning was essential and contributed to the success. Max suggested Name Tags be provided in the future.

Rules & Safety-No report.

Plot Registration-No Additional Report.

Public Relations-Linda reported she generated an email to those potential gardeners showing an interest at the Garden Show. Linda will also work with local radio and newspaper to disseminate the word that some garden plots remain.

Collins Lane- John R noted new gardener plots have been noted with flags(markers) at both locations. John R will be working with Chris Stephens to install the bird house post.

Old Business

Linda reported approval had been received for the \$2500.00 grant request which was for a new shed at Collins Lane.

The Garden Registration update was provided as noted by Kruger's Record's report.

The Garden Show outcome was provided as noted by Max's Garden Show report.

Two New Water Hydrants have been installed at the Riley Lane location.

Water has been turned on at both garden locations.

Linda and Cybil led a discussion on the Revision of the Garden Rules. They noted many changes were only grammatical. Discussion centered on #6 Plot Maintenance. They noted prior rules called for three violation letters, the third letter informing the gardener they were out of the gardens and deposits may be forfeited. They noted too much time had passed with this three letter system. They suggested a two letter system. The Board agreed the first 'out of compliance or violation' letter would be sent as early as April 30th if no or little activity (progress) had been done on the plot. The second letter, if applicable, would be sent thirty days later. Ron moved approval of the corrected Garden Rules, J David seconded, and the motion carried. Kruger noted for the Rules implementation, it is important to document the results of a rules violation verbal conversation with a gardener though an email to the gardener confirming the conversation and the agreed upon corrective action. The new Garden Rules will be disseminated and posted on the community garden web site.

J David will pursue obtaining the special needs parking sign for Riley gardens to be located for the parking space adjacent to lot 73 (old 66).

The hands-on equipment class will be re-scheduled depending on the weather.

The March Work Day was scheduled for March 9th. Applicable emails have been sent. The alternate date is March 16th at Collins Lane at 9 am.

Brainstorming occurred on methods to make the public aware of the remaining garden plots. Ideas were the weekly item issued by Extension, and the K-State News item for both faculty and students. Ron agreed to draft an item for a Face book page.

The new Collins Lane shed will be a 10' by 12' deluxe Tuff Shed provided by Home Depot at a \$2500.00 cost. Arrangements have been made for delivery to occur on March 8th or later.

Chuck Marr conducted a two hour beginning gardener class. There were twelve attendees.

New Business

The 2013 Work Day Coordinators are: March 9th John R and Leila at Collins Lane; April 6th Max and John D at both locations; May 4th Pat and Cybil at both locations; June 8th Ron and Jenn at both locations; July 6th Jenn and Kruger; August 10th Max and Kruger; September 7th John R and Leila; October 5th J David and Ron; November 9th J David and Dean. Concern was raised about there would be work to be completed at each location on each workday and confusion may occur when volunteers are assigned to report to a specific location rather than showing up at one location and then going to a second location. The consensus was to see how the March and April work days happen to see if additional discussion is needed. It was also noted the November 9th work day may include all board members as that will probably be when the annual meeting is held. Kruger also made the plea for the coordinators to make sure all volunteers sign in that show up for the work day.

The April Work Day and Social will be on April 6th beginning at 9 am with the social at 11:15 am. Volunteers will be assigned to report to each location. Max and John D will communicate regarding who will be responsible at each location. An email will be sent to each gardener who agreed to help with the social. They are responsible for setting up and other duties will be outlined in the email.

The Riding Mower training will be announced later.

The plot designation for the Collins Lane Special Needs Population will be left up to the Collins Lane Long Range Planning group.

The Port-a-Potties are in place for the 2013 gardening season.

Donor Recognition for all who support the Community Gardens was discussed. The donors could be recognized through means such as posting on the community garden web site, listing the names in the newsletter and at the Garden Show. The consensus of the Board was that this should be done. It is necessary to provide the donor's names to Linda.

No additional items were discussed. The meeting adjourned at 7:20 pm through a motion made by Pat, seconded by Linda and the motion carried. The next meeting will be on April 3rd at Radina's with the optional social at 5:15 and the meeting beginning at 5:30.