

College Area Community Garden

Meeting Minutes

Wednesday, January 23, 2013

SDSU Children's Center

Meeting Facilitator: Henry Bertram

Attendees: Luiza Savchuk, Gabe Mitchell, Alicia Wolf, David Larom, John Love, Patrick Murphy, Glen Brandenburg, Robin Judd

Guest Presenter: George Mercer, Landscape Architect

I. Called to order at 6:03 p.m. Circulated sign-in sheet

II. Minutes from 12-12-12 meeting. Motion to adopt as presented by D. Larom, second by L. Savchuk.

III. Current Issues

1. **Update on Draft Garden Design.** George Mercer, Registered Landscape Architect, presented the latest draft of the garden plans. The design includes 4'x8' plots, 4'x4' plots, fruit trees, a shed, a rain catching system, an area near the front entrance with a picnic table, an entry sign, compost bin, bio swells, and a rain garden. Members gave feedback and asked questions. First draft is pretty close to what members want. George to make some minor revisions and then email .pdf file to Henry for email distribution to Board for next review and comment cycle.
2. **CACG Board of Directors positions.** The slate of newly created Board of Directors positions was presented for voting:
 - a. SDSU Students Representative: Luiza Savchuk
 - b. SDSU Faculty Representative: David Larom
 - c. Associated Students Representative: Glen Brandenburg
 - d. Treasurer: Alicia Wolf
 - e. Secretary: Robin Judd
 - f. Vice-President: Marguerite Mauritz
 - g. President: Henry Bertram

A vote was taken on the full slate: 9 for, and 0 against. All persons were elected to positions as nominated. The policy of the CACG henceforth shall be to strike a *reasonable balance between needs, wants and desires of SDSU affiliated members and the surrounding non-SDSU affiliated community members, no matter the affiliation of individual elected Board Officers.* Specifically, the elected Board Officers shall be charged with the responsibility to favor the greater good of the whole community when creating and deciding on CACG policies as well as operational issues.

3. Committee Reports.

Garden Rules. Discussion regarding establishing the monthly lease fees. One fee structure is to establish the fee for larger plots at \$20/mo., smaller plots at \$8/mo. Another possible fee structure would be a simple cost per square foot for all gardeners, as is done at some other community gardens. A set fee of between 50 cents and \$1.00 per square foot of garden plot was suggested by Henry which would include reasonable water use, limited use of shared electrical outlets, and insurance costs. Lease agreements could be created for 12 month leases, 9 month student leases, and 3 month summer leases.

The **Gardeners Agreement** is what each member who pays dues and has a plot will sign and therefore agree to abide by the Garden Rules. The Garden Rules agreement is a list of guidelines for tending the garden. The Garden Bylaws document covers how our organization is run.

There will be a review cycle (via email to elected Board members) and then a vote will be held to decide on incorporating the **Garden Rules, Gardener's Agreement, and CACG By-Laws** into our approved and adopted documents.

Administration & Finance: An agreement in principle was reached with SDSU Administration regarding access and use of SDSU access roads, utilities, etc. On January 10, 2013, Henry B. and Glen B. met with R. Schulz, SDSU Architect and VP of Operations to discuss access to CACG garden and availability of water and electricity. An agreement was reached whereby CACG can use (certain minor limitations apply) SDSU's roads and adjacent lands to access the CACG garden. Like the general public, CACG members and guests are required to follow all parking and other posted/published SDSU use rules. Parking fee is \$1/hr. and is strictly enforced. Robin J. to request from Debbie Richardson that a special parking permit be made available to dues paying CACG members and the Board for non-overnight parking. Mr. Schulz agreed to allow the CACG to create an agreement with the Children's Center (Associated Students) which will allow the CACG to obtain and use (in return for a reasonable fee or other mutually acceptable arrangement) sufficient water and electricity as determined necessary by the CACG Board and for the sole use of the CACG. *Henry to write a memo of understanding containing above agreement which will be delivered/mailed to R. Schulz of SDSU Administration.*

Grants. First grant awarded was the CSU Greenovation Grant for \$700.00. This grant application was written by Marguerite Mauritz who will accept the check on behalf of the CACG in early February. Also, Glen reported that Associated Students is providing an in-kind donation (by SDG&E) worth \$5,000.00 towards a composting system and electric chipper. Board member David Larom (in conjunction with SDSU faculty member John Love) and Luiza Savchuk report that they have also individually applied for grants, but not yet heard back.

Financial Sponsorship (FS). An agreement with the College Neighborhood Foundation (CNF) awaits submittal of signed documents. The agreement establishes the CNF as the **not-for-profit** [IRS rule 501.C.3] Fiscal Sponsor for the CACG. Payments to our vendors will first be authorized by CACG

President, or VP or Treasurer in his/her absence and/or by approval of President. Actual check writing, banking and original book keeping is to be done by CNF staff. Accurate and true records of all CACG transactions and financials are to be emailed and/or physically sent to the CACG Treasurer (Alicia Wolf) on a regular and scheduled basis.

Other grants/donations. A long time local resident and member of the College View Estates Association (west of campus) has stepped forward to publicly offer a "challenge grant" for the community. He pledged \$500.00 in matching funding for each \$500.00 raised by others. A limit of 3 such matching grants was announced.

Homeowner Leases. Robin is still attempting contact with the last (fourth) homeowner that could potentially offer their lower backyard land for the CACG to use as part of the overall garden. It is hoped that when the full color large format garden drawing is available from George Mercer, it will be useful in convincing the homeowner to sign up. Henry reports that we need the four reviewed/adopted documents (mentioned above) in hand so he and Robin can finally meet with the 3 other homeowners with whom we already have "handshake agreements".

IV. Closing

1. Date for next regular meeting was set for 6 p.m. Tuesday, February 19th, at the SDSU Children's Center.
2. Meeting adjourned at 7:25 p.m.

Submitted 1/27/13: L. Savchuk and H. Bertram