

College Area Community Garden

Minutes of Monthly Meeting

Tuesday, April 23, 2013
6:00 p.m. - SDSU Children's Center

Meeting Facilitator: Henry Bertram

Attendees: Luiza Savchuk, Marguerite Mauritz, David Larom, Glen Brandenburg, Robin Judd, Morgan Chan, Brett Kehler (AS), Sally Ellis, Henry Bertram

I. Meeting was called to order by Henry Bertram at 6:03.

II. The acceptance of Minutes from March 19th, 2013 meeting was motioned by David Larom and seconded by Luiza Savchuk.

III. Current issues

1. Landowner leases of property 1 and 2 have been signed and the 3rd property signing is imminent. There is communication with the final (last of four) property owner.

2. On-Site garden accomplishments: the boundary stakes were installed April, 6th, and the next step is to measure the perimeter of the garden grounds. This could be done in several ways including: calculating the GPS locator points, or getting engineering students or trained persons to do surveying to measure the exact coordinates. Marguerite will send data to George Mercer, Landscape Arch.

3. CACG Agreements and Rules documents: Status of vote: Voting via email to adopt final versions of the following documents was unanimous in favor. The CACG Board has adopted them and they have been entered into the official documents by Robin.

- A. Gardener's Agreement
- B. Community Garden Rules
- C. College Area Community Garden By-Laws
- D. Liability Release Form

4. Administration & Finance

A. Fund raising. There are 25 companies on the fundraising list. We are looking to reach out for money and donations. Attendees were asked to sign up to

B. Treasurer's report. Henry reported (on behalf of Alicia) that we started the month with \$1,700 in our CNF account. We've paid out \$340.00 for 2 landowner leases (+security deposits) The CACG is responsible to pay the homeowners lease fee of \$120 per lease annually. David is looking into a possible \$1,000.00 funding transfer from Aztec Farms to the CACG account.

C. Insurance status. Commercial general liability insurance is necessary as the minimum coverage. Premium costs are around \$800-\$900 a year. Henry is communicating with several insurance brokers to negotiate best coverage and rates.

5. A locally known graphic artist furnished (pro-bono basis) eight potential CACG logos for us to consider. All will be circulated to Board via email and we can vote on our choices via email too. We need to decide on a logo so it can be put into use ASAP.

6. Garden Design and construction: The shed location should be moved from its location as shown on the Preliminary Landscape Plan. To be located closer to the chain/link fence at north end of Poppleton property. The onsite native species we're going to protect will receive signage to educate gardeners, and protect the vegetation. We might remove interior (of garden) chain link fences and replace with markers showing where fence was (in case of need to replace in future) for a more fluid garden design.

7. CACG document storage & access is being developed by Robin through google docs. She could use help from others. Luiza has some ideas too.

IV. New business

1. Set date for work party to clear land leased to date. Date to be Saturday, June 8th from 9 AM to 3 PM. Volunteers can work anytime during those hours.

A. Board members and key volunteers to recruit volunteers for the work party.

B. The liability release forms must be signed before anyone can volunteer for CACG. The form has been finalized, and must be distributed in paper form at the event with a board members initials and participant initials included on the document. Also, the font must be no smaller than 9 and no fine print.

C. Materials needed for the work party include: truck to move large items; shovels, rakes, trash bags; Glen to work with Waste Mgmt. for possible donations of large waste bins, etc.; 10' x 10' shade canopy (Henry); water containers (Sally & Henry).

V. Closing

1. Next regular meeting will be held Wednesday, May 29th at 6 PM in the Children's Center.

2. The meeting was adjourned by Henry Bertram at 7:05.

*Respectfully submitted by Luiza S. 4-30-13
Reviewed by Henry B. 5-8-13*