



## **NLR Community Garden Committee Meeting NOTES**

September 23, 2015, 3:30–4:30 p.m.

### **Committee members present:**

**First Presbyterian Church Community Garden** (Robert Fisher)

**NLR Academy** (Charles Jones, Jim Edwards)

**NLR City Council** (Beth White)

**NLR Employee Garden** (Jennifer Johansen)

**NLR Fit 2 Live** (Bernadette Gunn Rhodes, Sara Webb)

**NLR Neighborhood Services** (Dan Scott)

**Shorter College Community Garden** (Paula Fletcher)

**Skyline Community Garden** (Diane Barton)

**St. Joseph Community Garden** (Ruth Landers)

**St. Patrick's Community Garden** (Robby McAllister)

**The People Tree/The Field** (Jimmy Parks)

### **3:30-3:40 Welcome and introductions**

The committee welcomed Sara Webb, Fit 2 Live's new Arkansas GardenCorps member.

### **3:40-4:30 Discussion: Funding Process**

Committee recommended the following changes to the application and budget process.

#### **1. Application**

- Attachment Checklist, pg. 4:
  - Add new/on-file checkboxes to make process quicker for existing projects
  - Combine Attachments 5 & 6
- Project Description, pg. 5-7:
  - Write "on file" if answer unchanged since your last application.
  - Q1: Separate into 2 questions.
  - Q2: Add "How will you track volunteer hours for your progress reports?" and remove last sentence.
  - Q6: "Promote educational opportunities" instead of "offer" it themselves. Give educational resources and examples of partner organizations on website.
  - Q7: Include with Q6.
  - Q8: Clarify intent of in-kind match requirement. Remove "provide a list" from 8b. Remove "must equal total" from 8e.

#### **2. Budget**

- The consensus was that it is a good exercise to make a list of items needed and price them out.
- Explain that we expect budgets to change somewhat and prior approval is not necessary as long as purchases still fall within allowable expenses.
- List expenses that require prior approval, such as water, gas, labor.
- Create dropdown menus in budget document with general categories, such as tools, building materials, seeds, irrigation supplies, soil amendments, and other, so that garden groups do not need to list each specific item separately.

The committee did not have time to discuss the funding disbursement and reporting processes. These items were held until the October meeting.

**4:30-4:35 Discussion: Future meeting times**

Committee decided to meet from 2:30-3:30 p.m. going forward to allow Beau Cooper to attend the meetings. Beau has a part-time job that begins at 4:00 p.m.

**4:35 Meeting Adjourned**

**IMPORTANT REMINDERS**

- **St. Joseph Farm Stand:** Community gardeners can **sell or donate food** to the farm stand. Contact: Cindy Smith, [diamondndaruff62@yahoo.com](mailto:diamondndaruff62@yahoo.com) or Sandy DeCoursey, 501-993-4560, [stjosephcenter@gmail.com](mailto:stjosephcenter@gmail.com).
- **Next Committee Meeting: Wednesday, October 28, 2:30-3:30 PM *\*new time\****  
Agenda items: Discuss possible changes to funding disbursement and reporting requirements. If time allows, discuss how we define our community garden program. What activities can it include/how broadly do we want to define it?