



NLR Community Garden Committee Meeting Minutes

December 9, 2015, 2:30–3:30 p.m.

Committee members present:

First Presbyterian Church Community Garden (Robert Fisher)

Iris Park (Judy Cromwell)

NLR Academy School Garden (Jim Edwards)

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

NLR Neighborhood Services (Shirley Abel)

Recovery Centers of Arkansas Community Garden (Dawn Smith)

R.O.C.A.N. Community Garden (Jeanne Baltz)

Skyline Community Garden (Diane Barton)

2:30-2:40 Welcome and introductions

2:40-2:42 New committee member: Judy Cromwell

Judy Cromwell was invited to join the Community Garden Committee. Dawn Smith made a motion to add Judy as a member. Robert Fisher seconded. Motion carried unanimously.

2:42-2:45 Approval of minutes

Dawn Smith made a motion to accept the minutes from the October 28th meeting. Judy Cromwell seconded. Motion carried unanimously.

2:45-3:10 Discussion: Funding Process

1. Suggested amendments to the reporting requirements were:
 - a. Require receipts only, no separate list of expenses. Remove budget report form.
 - b. Progress report form: Remove “total” from “How many total gardeners are involved with your garden.”
 - c. Progress report form: Change “Have you provided education about gardening” to “Have you provide educational opportunities about gardening”

Robert Fisher moved to approve the report method and form as amended. Dawn Smith seconded. Motion carried unanimously.

2. Suggested amendment to the community garden funding MOU were:
 - a. Remove all references to “budget report,” as committee voted to no longer require this.
 - b. Item 5: Change “if no budget report has previously been provided” to “if not previously submitted.”
 - c. Item 5: Change “1st report” to “6-month report” and “2nd report” to “Final report.”
 - d. Item 6: Remove “and offer a minimum of two educational opportunities.”
 - e. Add a second version of the MOU for gardens that have been approved for a one-time, full disbursement during the funding approval process. In this second version, MOU Item 3 will read: “Based on the project’s request and committee approval, funding will be disbursed in a lump sum.”

Diane Barton moved to approve the MOU as amended. Jim Edwards seconded.
Motion carried unanimously.

3:10-3:30 Updates from garden managers

NLR Academy

- Planted winter lettuce
- Building hoop house, putting plastic up tomorrow
- Started broccoli & cauliflower
- Tomatoes in greenhouse with grow lights
- Starting hydroponics. Will do study with students on growth rates of hydroponics vs. conventionally-grown crops.

Iris Park

- Reached out to NUFL
- Seis Puentes: Maria Touchstone emailed her board about the project
- Trying to get involvement from Ridgeroad Elementary

Skyline

- Focusing on irrigation
- Fall crops are out
- Potential new members (gardener's parents moved into neighborhood)

R.O.C.A.N.

- Moved rolling composter towards front of building to encourage usage
- Picked alfalfa, needs tips on growing/harvesting sprouts
- Sold pecans, will use money to purchase seeds
- Kids are eating figs
- Wants to plan Arkansas Black apples

First Pres

- Garden cleared off
- Green growing
- Planting cover crop. NOW is good time to plant.

Discussion about non-profit orgs

- If your org is registered as an Arkansas non-profit with the Secretary of State and you have under \$5,000 income/year, you must file annually a 990-N form with the IRS.
- Dawn Smith can help with non-profit filing and tax questions: dsmith@rcofa.org.

3:30-3:34 GardenCorps updates

Home Depot discount & request process

3:34 Public Comment

None.

3:35 Meeting adjourned.

IMPORTANT REMINDERS

- **Reporting deadline: January 29, 2015** (*Spring 2015 final, Fall 2015 mid-year*)
- **Spring 2016 funding deadline: February 1, 2016.**
- **Next Committee Meeting: Wednesday, February 10, 2:30-3:30 PM.**
- **NO meetings in January or on February 24.**