

## **Harvest Farm at White Street Park**

Minutes of the Managing Board Meeting

Wednesday, December 1, 2010 – 4:00 pm

Suwanee City Hall ~ 330 Town Center Avenue ~ Suwanee, GA 30024

Big Splash Room

1. Call to Order – Chairwoman Tubre called the meeting to order at 4:05 p.m. In attendance were Chairman Rosalie Tubre, Vice Chair Chantez Daya, Jeanne Haynes, Boo Kirsch-Hynes, Sara Kleinfeld, Jessica Roth and Kim Thompson. Dan Foster and Deborah Thornton were absent.

2. Approval of November 3, 2010 minutes – Jessica made a motion, seconded by Sara to approve the minutes as presented. The motion passed 7 – 0.

3. Education Committee Update – Chantez reported that Robert Brannon would be the instructor at a Composting Class on January 20, 2011 at 6:30 p.m. in the Big Splash Room at City Hall. Class size is limited to 25. She will be sending “save the date” info on a future Square Foot Gardening Class and Organic Gardening Class.

Compost Committee Update – Chantez requested funds for signage for the compost bins. Kim made a motion, seconded by Sara to approve the funds in an amount not to exceed \$300. The motion passed 7 – 0.

4. Social Committee Update – no report this month.

5. Project Committee Update – no report this month.

6. Charitable Giving Committee Update – Sara provided information about how to contact the Quinn House regarding what items were needed for the holidays. The information will be posted on the Harvest Farm Facebook page.

7. Animals Committee Update – Rosalie provided a report and stated that the chickens were thriving. It has been discovered that “Lavender” is in fact a rooster. Rosalie will work with Mr. Word on trading him for another hen. Water on the tarp is a severe problem. She encouraged Dan to coordinate the building of the A frame design as soon as possible. There was discussion about the installation of landscaping or other material to block the winter wind.

8. Fundraising Committee Update – no report this month. The Fundraising Committee will need a new Chairperson. Kim stated that the Social Committee will consider a few fundraising events next year.

9. 501c3 Application – Rosalie provided a report on the 501c3 application. She has made great progress and it will soon be ready for legal review. There was discussion about how to secure legal counsel. It was agreed that Jessica would ask city attorney Gregory Jay for a cost estimate to review the application.

10. Other – There was discussion about the budget and the fiscal calendar. It was agreed that the 2011-12 budget would be ready to for adoption by June 30, 2011. The budget needs to include maintenance funds. There was discussion about developing a strategic plan and developing short term and long term work programs. It was agreed that the first half of 2011 would be spent on this.

Rosalie requested funds in the amount of \$18 to complete the pine straw installation in the butterfly garden. There was a motion by Chantez, seconded by Boo to approve the request. The motion passed 7 – 0.

There was discussion about how some of the committees would benefit from having a co-chair to share the work and responsibility. It was agreed that both co-chairs did not have to be Board members. The Board member co-chair would serve as a liaison for that committee to the Board.

Rosalie presented a proposal to landscape the area around the bike rack at Harvest Farm. The work would be done by Peachtree Ridge High School students as a service project and funds would come from the Master Gardener Program. Although the plan looked good it was decided that the Board needed more time to study the proposal. Rosalie explained that since the deadline for the proposal was December 31, she would have to do the project at another location.

11. Executive Session – Personnel – There was no motion to go in to Executive Session. There was a motion by Chantez, seconded by Rosalie to come out of executive session.

12. Adjournment – Chantez made a motion, seconded by Boo to adjourn the meeting at 6:55 p.m.