

**LONG BEACH COMMUNITY GARDEN ASSOCIATION (LBCGA)**  
**Minutes of the December 5, 2023 Board Zoom Meeting**

ATTENDEES: Greg Marcotte, Nancy Bernstein, Kathy Jarvis, Mary Sue O'Melia, Carol Meyer, Alan Coles, Anita Cordova, Chuck Davis, Frank Dayak, Milton Johnson, Nina Burgeno, and Laura Otenti. ABSENT: Dan Freleaux, Nancy Alperin, and Lonnie Brundage. MEMBERS PRESENT: Karyn Maag-Weigand, Jim Samuel, and Douglas Budd.

<b>SUBJECT</b>	<b>DISCUSSION</b>	<b>ACTION</b>
Call to Order	Greg M. called the Zoom Meeting to order at 6:34 p.m.	Call to order
Introductions	Introduction of Laura Otenti, new Board member, replacing Sher Meyers.	No action
Open Forum – Members	Doug Budd (Plot P-10) brought up the issue of a “gopher crisis” having lost his second crop as result. Four gophers have been trapped thus far, but more keep on coming in under the road. Frank will continue to work with Doug to eliminate gophers in Doug’s plot. The option to transfer to a different plot was noted.	No action
Minutes of October 13, 2022	Motion to approve the October 13, 2022 Minutes by Frank D. and second by Milt J. Motion approved.	Motion approved
Report of the President – Greg M.	<p><u>Research Project Interview With College Students</u> – College students interested in municipal planning toured the garden on Saturday. Students were interested in the value of the garden to the community and how the food bank works.</p> <p><u>Student Volunteers – Teaching Gardening</u> – High schools student volunteers with high GPAs but who had never done any gardening volunteered to clean up a plot and the area behind the shed. Gardening basics were reviewed and the students expressed an interest in coming to the garden again.</p>	No action
Report of the Treasurer – Carol M.	<p><u>2022-2023 Working Budget</u> – Carol M. reviewed the current year budget indicating a forecast deficit of \$2,692 which may be offset by some \$38K in savings. The policy is to keep a \$20K reserve, leaving approximately \$18K for use to offset the projected deficit. Motion to approve the financial report by Nancy B. and second ty Milt J. Motion approved.</p> <p><u>Conversion of Tax Status to 501(c)3</u> – Carol M. noted that conversion to a 501(c)3 tax status would not impact member dues, but would allow for donations to the garden to be tax deductible. Based on an online email vote where Carol M. made a motion to convert to a 501(c)3 status and Milt J. seconded. Motion approved.</p>	<p>Motion approved</p> <p>Motion approved</p>

SUBJECT	DISCUSSION	ACTION
Conversion of Tax Status to 501(c) 3 Status (continued)	Laura O. looked into the application process and suggested we implement a "Conflict of Interest Policy". Alan C. raised other criteria that would be needed for a higher rating on non-profit organization evaluators such as Charity Navigator. Alan felt that LBCGA does not function as a true charity but more like a home owners association. An alternative would be to use Partners of Parks for donations, which would take a percentage of the money donated. Other Board members suggested that food donations, tours of the garden, and community service classes qualify the association as a charity.	
Report of 1 <sup>st</sup> Vice President – Nancy B.	<p><u>New Members &amp; Vacant Plots</u> – Nancy B. reported that there are five plots available and seven on hold (three of which are covered). There is one person on the wait list.</p> <p><u>Remotes &amp; Hoses</u> – Nancy B. reported that there is \$352 in the budget for additional remotes if we need to buy more. There is one hose in inventory; Carol M. to buy four more hoses. Having difficulty finding shut off valve for Row 17.</p>	No action
Work Party Report – Mary Sue O.	<u>Work Party Report</u> – Mary Sue O. reported that 55 people from 38 plots participated in the November work party and 19 people from 14 plots as well as two students participated in the December work party.	No action
Food Bank Report – Anita C.	<u>Food Bank Report</u> – Anita C. that Nancy B. and Carol M. stepped in and helped with watering and upkeep during the summer of Q-10, Q-02 and Q-05. Everything is planted for the fall and winter. The work party this month pulled weeds.	No action
Orchard Report – Alan C.	<u>Orchard Report</u> – Alan C. reported that he had injured his ankle and would cancel the Tuesday evening work parties. Nancy A. and his wife were available to help out until Alan recovers.	No action
<p>Old Business:</p> <p>1. Water/Plumbing Update &amp; Next Steps</p> <p>2. Plots With Missing Community Service Hours</p>	<p><u>Water/Plumbing Update &amp; Approval of Next Steps</u> – Carol M. gave an update that the Board consensus was not to convert to reclaimed water for the garden. The garden, however, does have plumbing issues with the nine gate valves. Stacey M. the outgoing Council Member obtained \$10K for plumbing, scheduled to be voted on the consent calendar at the December 6, 2022 City Council Meeting. The City of Long Beach recommended two plumbing companies who were requested to provide bids. Nancy, Greg and Carol met with these companies. The low bid was \$13,225 from SoCal Sewer and Water. Motion to accept the SoCal Sewer and Water Company bid was made by Milt J. and seconded by Nancy B. Motion approved. Dollars from savings will be used to make up the difference between the bid and City anticipated funds. No action until after Council approval of the \$10K.</p> <p><u>Plots With Missing Community Service (CS) Hours</u> – Carol M. raised the issue of members required to complete two hours of CS hours prior to December 31<sup>st</sup> or risk getting an additional two hours of CS added to their requirement (i.e., six hours total versus four). Members may pay \$25 per missing hour or obtain CS hours by completing tasks assigned by Nancy B. or working in the Orchard on Tuesday. As of today, 41 plots had less than two hours of CS. Kathy J. began calling members and got commitments to: (1) pay; (2) work the hours on special assignment; or (3) assume an additional two CS hours for annual total of six. ..</p>	<p>Motion approved</p> <p>No action</p>

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<p>Old Business (continued)</p> <p>3. Security Issues &amp; Solar Lights; Camera</p>	<p><u>Security Issues, Solar Lights &amp; New Camera</u> – Security lights were not working and City replaced solar lights. Police have been coming through the garden on a regular nightly basis. A vandal started a fire outside the barn door when the lights were working. New camera not needed as Greg M. has one to donate.</p>	<p>No action</p>
<p>New Business:</p> <p>1. Budget for Butterfly Garden</p> <p>2. Seasonal Plots</p> <p>3. Excess Dirt</p>	<p><u>Butterfly Garden</u> – Three volunteers would like to plant flowers rather than packets of wildflowers which in the past included weeds. Motion by Anita C. to allocate \$300 for Butterfly Garden flowers and seconded by Milt J. Motion passed. Funds to come from Gazebo Landscaping budget category.</p> <p><u>Seasonal Plots</u> – Kathy J. reviewed the history of a pilot project whereby members could have a second seasonal plot for \$50 with a commitment to donate 25% of produce to the Food Bank. The advantage is that the garden is weeded and soil amended, usually by an experienced gardener. At the end of the season, the garden is ready for assignment to a new member. A seasonal contract is required for each implementation. Motion by Kathy J. to assign seasonal plots as available. Second by Carol M. Motion approved. There are five plots and three covered that are available at this time. If 100% of produce goes to the Food Bank, then no need for the \$50 fee. <b>Payment from Plot C-16, who has dedicated 100% to Food Bank, will be voided.</b></p> <p><u>Excess Dirt</u> – Frank D. brought up issue of plot Q-14 used to dump excess dirt is getting pretty high. It is okay for members to use this dirt, but we have no way of knowing <b>if it contains harmful pesticides or herbicides. Aztec, the City Contractor,</b> may be interested in taking away some of the excess dirt.</p>	<p>Motion Approved</p> <p>Motion Approved</p> <p>No Action</p>
<p>Adjournment</p>	<p>Meeting adjourned by Greg M. at 7:55 p.m.</p>	<p>Meeting Adjourned</p>

Subsequent to the December 5, 2022 meeting, the Board was asked to review a draft LBCGA Conflict of Interest Policy and Conflict of Interest Policy Acknowledgement distributed by Laura O. on December 10, 2022 and to vote either YES to approve or NO to reject. The LBCGA Conflict of Interest Policy and Conflict of Interest Policy Acknowledgement documents were approved. A January 2, 2023 email to Board members was sent requesting that signed COI Policy Acknowledgements be returned by January 7, 2023.

Draft Minutes Revised by Mary Sue O'Melia on February 6, 2023