

LONG BEACH COMMUNITY GARDEN ASSOCIATION (LBCGA)
Minutes of the February 6, 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, Dan Freleaux, Nancy Alperin, Nina Burgeno, and Laura Otenti. ABSENT: Lonnie Brundage. MEMBERS PRESENT: Douglas Budd.

| SUBJECT | DISCUSSION | ACTION |
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| Call to Order | Greg M. called the Zoom Meeting to order at 6:31 p.m. | Call to order |
| Minutes of December 5, 2022 | Motion to approve the December 5, 2022 Minutes by Milt J. and second by Nina B. Motion approved. | Motion approved |
| Report of the President – Greg M. | <p><u>Break-In and On-Going Security Issue</u> – Greg M. reported that the glass in the shed was broken; Dan is working on replacement of glass.</p> <p><u>Home School Tour</u> – Greg M. received a request for a tour of the garden for by a home schooling group for 15-20 children and ten adults. The tour and overview of gardening would be scheduled between 10am and 2pm during the month of March. Two groups would be needed. Alan C. would provide an overview of the orchard and Nancy B. and Greg M. would provide the garden tour.</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 due to the plumbing project. This deficit will be offset with a transfer of funds from savings. Motion to approve the financial report by Milt J. and second by Nancy B. Motion approved.</p> <p><u>Investment of Reserves</u> – Carol M. noted that we have approximately \$38K in earnings with a Board policy to keep a reserve of \$20K on hand for emergencies. This amount earns 0.05 % interest whereas a six-month CD would earn 0.35% interest. The \$18K over the Board reserve of \$20K could be invested to increase returns. Based on Board discussion, it was decided to not invest in a CD as the amount of generated by this action was minimal.</p> <p><u>Conversion of Tax Status to 501(c)3</u> – Laura O. reported that the LBCGA is getting a sole member consent from the City which allows us to take the steps to become a 501(c)3 and retroactively approves what we have done thus far. Laura O. continues to work with Carol M. and the City Attorney to complete all the required paperwork and legal documents.</p> | <p>Motion approved</p> <p>No action</p> <p>No action</p> |
| Report of 1 st Vice President – Nancy B. | <u>New Membership & Plot Vacancies</u> – Nancy B. reported that there are 27 plots available of which ten are ready for assignment and eight are on hold. There are five people on the wait list with orientations to be held March 4 and 5, 2023. | No action |

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| Work Party Report – Mary Sue O. | <u>Work Party Report</u> – Mary Sue O. reported that 21 people from 16 plots participated in the February work party. | No action |
| Food Bank Report – Anita C. | <u>Food Bank Report</u> – Anita C. reported that there was a note on the Bulletin Board and Food Bank Cages to address complaints on deliveries to the LB Rescue Mission not being picked-up. Monday and Saturday deliveries were good but mid-week deliveries were being missed. Food Bank plot status includes: Q-01 and Q-02 with kale and beets were picked by Anita and Nina; Q-05 volunteers to be taken over by Carol and Nancy; Q-03 requires two weeks/12-16 hours of labor to clean up; Q-04 is ready to be cleaned out – Anita would like a school to take this plot over but needs a parent willing to lead the effort. | No action |
| Orchard Report – Alan C. | <u>Orchard Report</u> – Alan C. reported that there is lots of good citrus fruit. Come into the orchard to get oranges if there are none on the table in the Gazebo. | No action |
| <p>Old Business:</p> <p>1. Plumbing Project</p> <p>2. Plots With Missing Community Service Hours</p> | <p><u>Plumbing Project</u> – Carol M. reported that Southern California Sewer & Water Company (SCSW) did a great job replacing then valves and one in the road. There is one valve in row Q that still needs replacement and was not included in the original bit price. The typical price for a valve replacement is \$3,250 but the contractor will do the row Q valve for \$2,500. Motion by Carol M. and second by Nancy B. to award a contract enhancement to SCSW in the amount of \$2,500 for a replacement valve in row Q. Motion approved.</p> <p><u>Plots With Missing Community Service (CS) Hours</u> – Carol M. noted that community service hours must be completed before April 30th. Prior to the February work party, there were 11 plots requiring six hours and 90 plots requiring two hours. Members may attend work parties on the first Saturday of March and April, pay \$25 per missing community service hour or work in the orchard on Tuesday evenings. In addition, Anita C. and Nancy B. have agreed to work with members who would like an assignment outside of the options noted above.</p> | <p>Motion approved</p> <p>No action</p> |
| <p>New Business:</p> <p>1. Repair of Big Barn Window</p> <p>2. 2023-24 Elections/ Nominating Committee</p> <p>3. 2023-24 Renewal & Documents</p> | <p><u>Repair Big Barn Window</u> – Glass needs replacement.</p> <p><u>2023-24 Elections/Nominating Committee</u> – Kathy J. sent out applications for Board Members. Five have been returned to date. Motion by Kathy J. and second by Carol M. to appoint Nina B. Chair of the Nominating Committee. Motion approved.</p> <p><u>2023-24 Renewal & Documents</u> – Carol M. reported that Kathy J. sent out a draft to the Board for comments or changes to the LBCGA Rules. No comments or changes were received. The proposed rate for 2023-24 is \$160 per plot, the same rate at 2022-23. Nina B. and Kathy J. to work on the cover letter and renewal form and rules to be mailed to each member.</p> | <p>No action</p> <p>Motion approved</p> <p>No action</p> |

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| <p>New Business (continued)</p> <p>4. Charge/Limits for Replacement Gate Openers</p> <p>5. Issues Brought by Members</p> | <p>Change/Limits for Replacement Gate Openers – Carol M. noted that a maximum of two gate openers may be assigned per plot. Nancy B. made a motion to charge \$20 per gate opener with extra tags to be free due to low cost. Carol M. seconded the motion. Discussion on others who may be working in the plot and the need for info on these persons as part of the renewal process. Nancy B. amended her motion to limit the number of gate openers to three per plot. Motion approved. Carol M. will amend the rules to say \$20 per opener and a maximum of three per plot.</p> <p><u>Plot Q-05 Weeds and No Fall Crops</u> – Discussion on Lonnie B.'s plot not planted for the fall and having excessive weeds and clutter. Nancy B. suggested that we write a letter to her Lonnie's daughter Debbie noting that the plot needs to be cleaned up within two weeks. Laurie O. noted that we need to apply garden rules to Board Members just as we would to any other member. Motion by Anita C. to send a two-week termination notice due to lack of planting fall crops. Carol M. seconded the motion. Motion approved. Kathy J. will telephone before the letter goes out and if no response in two-weeks then the termination letter to be sent. Many attempts have been made to contact Lonnie without response. Subsequent to any letter being sent, Lonnie B. a long-time member of the Community Garden passed away. Her family does not wish to keep the plot.</p> <p><u>Folders for Orientation</u> – Nancy B. asked Carol M. for then more folders for orientations scheduled on March 4th and 5th.</p> <p><u>Work Party Signs</u> – Carol M. to take care of new work party signs which will be done by March 1st.</p> | <p>Motion approved</p> <p>Motion approved</p> <p>No action</p> <p>No action</p> |
| <p>Adjournment</p> | <p>Meeting adjourned by Greg M. at 7:28 p.m. The next meeting will be at 9:30am on April 1, 2023 in the Gazebo.</p> | <p>Meeting Adjourned</p> |

Draft Minutes prepared by Mary Sue O'Melia on March 21, 2023