

Fulton Place Community Garden

Minutes from Jan 15, 2015 meeting, 7:00 – 8:30 pm

Attendees: 9

Non bold items are information, **bolded items require action from the identified party**

0. Meeting Minutes – approved previous minutes

1. Update on Progress

a. Grants:

- Thank you to Jocelyn for all the effort getting grants prepared and submitted. We have applied for 8 different grants and have received 6 of them so far – total of \$18,000. We have also been given a \$200 donation from a neighbour!
- The two remaining grants (Neighbourhood engagement and Eco-connexions) are in progress, and we are awaiting response. There is high likelihood that we will receive the Neighbourhood engagement grant, but the Eco-connexions is a bit less likely (CP Rail grant, is intended to sponsor gardens near the rail lines, but only requires that their trains go through your community...).
- A few backup possibilities exist – Imperial Oil and EPCOR; if these two fall through we will go forward requesting grants from these two organizations.
- Carla from Sustainable Food Edmonton was present at the meeting to present the cheque for this approved Grant! There may be a hold up as the cheque was made out to the wrong name, but they are composing a letter to present with the cheque. If our bank accepts it, we will be good; if not, they can re-cut the cheque.
 - Have picture for the site – **Esther will post it with a thank you on the Blog, and into the photo gallery.**
 - **Identified that there are actions required from grants – Esther will develop tracking sheet to clearly indicate all requirements**
 - **Need to send receipt of funds to Suncor - Sherri**

b. License of Occupation & Partner in Parks Agreement

- We have obtained both agreements!
- **Copies of agreements need to be sent to the Church – Sherri to forward to Jonathan**

c. Shed

- Reviewed photo examples from NAIT of what will likely be constructed, they look awesome!
- Confirmed that our back will be flat, but NAIT will have a peak on the front as they are practicing the construction of this feature
- Eaves will be non-standard due to peak on the front
- March/April construction likely
- **Potential to have 8'x12' shed; the original proposal was 6'x12'. Clayton will confirm pricing for these details; may have arisen from a misprint.**
- Door option discussed, determined to go forward with 36"x80"
- Lock system, on basic plan, one door knob to lock; to allow multiple entry need to discuss combination lock options. **Clayton will follow up with Nait on options; whether if we purchase a combination lock system if they will install it.**

- **Need Church roof supplier so we can try to match. Jonathan to forward/pass to Clayton.**
 - Ramp – discussed whether we need it now or later, likely will delay the ramp construction.
- d. Sign
- Nathan attended the meeting – he constructed the Hardisty playschool sign and was volunteered to construct our sign. Thanks Nathan!
 - Discussed options for composite material construction, or alternate material use for the sign.
 - Discussed options to have more 3-d effect on the sign
 - **Sign sketch passed to Nathan (photo), he will identify some options considering the current budget for the next meeting**
- e. Concerned Neighbour
- Lady near the garden plot has raised concerns, led to discussion for need to have more community engagement to ensure all parties are aware of what is proposed and that all concerns have been addressed prior to garden construction
 - Discussed options:
 1. Set up contact (phone & email) so that concerned public can call to discuss the plan, ideas, various perceptions surrounding the garden to alleviate concerns & allow residents to voice concerns.
 2. Potential to send out flyer with the contact information and some pictures/information about the garden being proposed, at least for immediate neighbours.
 3. Potential to send another South Edmonton Voice article to address some of the concerns.
 4. Potential to send out notices through the school so parents are aware of the intended garden
 - **No Resolution, review some samples and discuss at next meeting**
- f. Social/Donation Letter
- Jocelyn had put together a recognition letter when we weren't certain how many grants we would get
 - Have gotten random donation from a neighbour, will act on the recognition letter/levels Jocelyn identified to recognize donators.
 - Intend to thank all donators in South Edmonton Voice once the garden is underway
 - **Will need to track donations by level so we follow through – will be part of the Grant tracking system put together by Esther**
 - Likely want to post the recognition letters/some information on the website for prospective donators
2. Group Discussion
- a. Garden Box prototype
- 4"x4" cedar, notched ends, drill long hole and use rod to keep all levels together/pin to ground
 - 4'x8' boxes may need more connectors to keep planks from flexing
 - Likely want to cut, predrill ahead of construction to make field days go quickly

- If pre-cutting, need lots of storage space for the lumber.
 1. Potential storage locations?
 - Use newly constructed shed if available
 - Volunteer garages? Would need to confirm ability to haul to site day of build (need trucks)
- For pre-cut & build day, need volunteers:
 1. **Suggested: Clayton, Brian, Grant Nathan, Kris – need to confirm available & willing**
- **Will try to have prototype for next meeting - Clayton**
- b. Work Plan
 - Discussed how to organize for construction days:
 1. Sod Removal day
 2. Box build day
 3. Fill day
 4. Mulch day
 - May need to re-think the sequence over next few weeks
 - May want to have bobcat available, and build boxes closest to church, then fill, then build next bank of boxes and fill so that there is least amount of shoveling/multiple handling of dirt.
 - May want to create crews so that there are sets devoted to build box, sets devoted to fill box, etc. so that roles are clear and progress can quickly be made.
- c. Volunteer Recruitment Plan
 - Did not have time to discuss this issue. Will be required to get lots of people out for the build (item 2b)
- 3. Website (added if time)
 - a. Propose purchase of domain (**Esther willing to donate funds for this - would need credit card to complete transaction**)
 - b. Need at least one additional person willing to update/post
- 4. Grand Opening
 - a. Need to hold Grand Opening; in part to celebrate, in part to recognize granting bodies & donators.
 - b. Will need to start planning this event & how recognitions will be done.