

**Estes Valley Community Garden Board Meeting Minutes**  
**January 9, 2019**

**The meeting was called to order** by the President, Barbara MacAlpine, at 4:01 PM in the conference room at the US Bank in Estes Park.

**Those in attendance** were Shane Bristow, Claire Hanson, Cay Lacey, Roger Levy, Barbara MacAlpine, Jan Pauley, Pam Seaver, Floyd Wright. Absent: Herb Loveall, Mary Sampson.

**Announcements:** Pam reported that the observational beehive in EPES Library is now in place, with bees coming (by mail!) in April. Shane suggested perhaps this could be a stop on the Veggie Tour this summer.

**Secretary's Report: Minutes of the December 12 meeting** as corrected by email were approved unanimously. (Motion – Jan, 2nd – Roger)

**Treasurer's/Finance Committee Report:**

- **January Treasurer's Report** as emailed by Mary was approved unanimously. (Motion – Pam, 2nd – Claire)
- **Year to Date Budget Report** was distributed by email. There was no discussion.
- **2019 Budget** discussion:
  - Budget estimates were prepared by each committee chair. They should be finalized after today's discussion and sent to Mary to be incorporated in the budget which will be submitted for approval at the February Board meeting.
  - Some major line items were discussed :
    - It was agreed by consensus to convert plots 57 – 59, 68 and 69 to taller accessible plots, using wood to re-build to 4 layers tall. This will give us a better idea of the effort required to convert to taller plots, and will make an additional 5 available for 2019 if all goes smoothly. There are requests from current and new gardeners for taller plots so this would help with demand. It was also agreed to convert two of the Crossroads plots, 53 and 54, to concrete block construction, one row tall. This will allow us to test construction, functionality, and aesthetics of this more durable material. Preliminary cost estimates were discussed, including soil/compost, and the need for fill dirt for raising the 5 taller plots.
    - Solar panels – It is likely that 1000W battery would be the smallest practical size, and it will need to be securely locked to deter theft. Estimates for 2 solar panels, wiring, battery and locker will be firmed and sent to Mary.
    - Drip system parts for the upgrade, replacement T-connectors and pressure regulator valve after freeze damage, soil test, and 2 Havahart® traps will be priced out.

**Committee Reports:**

**Executive Committee** – Barbara had nothing to report.

**Construction Committee** – Roger had nothing to report.

**Events Committee:** Jan reported that she and Mary talked with Susan Porr who is enthusiastic about planning children's programming for the coming season. They are trying to schedule a time to talk with Erinn Wharton and Ilah Reynar, Elementary School teachers who have also indicated interest in helping with programming.

**Garden Administration Committee** - Pam reported:

- 31 current plot holders have not yet responded to the email requesting 2019 gardening plans.
- All waiting list applications have been notified that they will receive a plot for 2019.
- There are currently 6 open plots.
- Gardeners who are not returning who want to sell their hail cloth/frame are welcome to do so; we will help facilitate contact.

- Shane will monitor the Gardener Survey responses. As of today there are 17 responses.

**Garden Operations Committee:**

- Floyd had nothing further to report. See 2019 Budget discussion, above, for general Operations plans for 2019.
- Claire passed along an email from Paula Edwards, who said she has never received a call or email from any of the gardeners about weed identification. She will not be able to be a phone or email resource this year, but will continue to obtain weed booklets whenever we need them.

**Grants and Gifts Committee** – Shane had nothing to report.

**Publicity Committee** - Claire reported:

- There was no garden column in December. January's piece, on seed catalogs, is ready to go; it was written by a Master Gardener and sent to us by Alison O'Connor, CSU Extension in Larimer County.
- Website will be updated again soon, including reinstating the photo gallery/slideshows. Gardener Rosemary Robinson sent some nice photos from summer and fall 2018 which will be added.
- Cay suggested we might want to consider a garden information program on Estes Park radio, KREV-LP, 104.7 FM. The cost would be minimal to none, and any type of gardening information could be included. A link to the streaming site could be included on our website. We agreed to think about the idea and pass along ideas for program content to the Publicity Committee.

**Volunteer Committee** - Barbara had nothing to report.

**Old Business:**

- Calendar review: Orientation dates are changed to Sunday, March 31 from 1 – 2:30 pm and Wednesday, April 3 from 5:30 – 7 pm.
- EVCG audit – Shane is waiting to hear back from the list of auditor referrals he received from Competent Assistance for Nonprofits - CANDO!, a non-profit resource consultant in Fort Collins.
- Records Retention Policy review will be Tuesday, January 15, from 4 – 5:30 pm in the US Bank conference room. Barbara, Roger, Mary, Pam, Shane and Claire are asked to attend; other Board members are welcome if interested. Please bring a copy of the Records Retention Policy if possible. If you are unable to print a copy, please let Claire know.

**New Business:**

- The February 13 Board meeting will be held in the Library's Wasson Room to enable a demo/training session on using Google Drive.
- A suggestion that hollyhocks be added to the Children's Area and/or the perennial squares was received with enthusiasm.

**The meeting was adjourned at 5:34 PM.**

The **next regular Board meeting will be February 13, 2019**, in the Wasson Room at the Estes Valley Library.

Respectfully submitted,  
Claire Hanson, Secretary

**Estes Valley Community Garden Board Meeting Minutes  
February 13, 2019**

**The meeting was called to order** by the President, Barbara MacAlpine, at 4:06 PM in the Wasson Room at Estes Valley Library.

**Those in attendance** were Shane Bristow, Claire Hanson, Cay Lacey, Roger Levy, Barbara MacAlpine, Jan Pauley, Floyd Wright. Absent: Herb Loveall, Mary Sampson, Pam Seaver.

**Announcements:** None. Shane gave us a tour of our EVCG Documents folder on Google Drive, demonstrating how to view, upload and download documents that are shared with Board members.

**Secretary's Report:**

- January 9, 2019 Board Meeting Minutes as emailed were approved unanimously. (Motion – Cay , 2nd – Jan)

**Treasurer's/Finance Committee Report:**

- **February Treasurer's Report** as emailed by Mary was approved unanimously. (Motion – Claire , 2nd – Cay)
- **Year to Date Budget Report** as emailed by Mary on February 12 includes the wording change suggested by Pam regarding the number of new tall plots.
- **2019 Budget** as emailed by Mary on February 12 was reviewed and approved unanimously. (Motion – Shane, 2nd – Jan)

**Committee Reports:**

**Executive Committee** – Barbara had nothing to report.

**Construction Committee** – Roger had nothing to report.

- Cay suggested that we continue to investigate galvanized/corrugated metal sheeting as a possible replacement material. She has had some difficulty finding sources and prices, but we should continue research for future years, as the wood plot frames deteriorate.
- Barbara reported:
  - Executive Committee approved purchase of a lithium battery for our solar panel system. The battery was on sale through Costco and Barbara purchased it there.
  - It has a 1-year warranty and can be returned to Costco if defective. We should test it soon.
  - Dimensions are 10" high x 10" deep x 15" wide; the locker to be constructed from wood needs to be a bit larger to allow for air circulation. The battery weighs 42 lb. It is currently being stored by the MacAlpines.

**Events Committee** - Jan noted that the committee will meet on February 20.

**Garden Administration Committee** - Pam's report was presented by Barbara:

- There are 65 plots filled for this season so far; 38 of these have already paid, 9 have requested sponsorships, and 14 gardeners from 2018 have not yet responded. Most of the 26 so far not returning are either too busy to garden or have moved away.
- Barbara is writing an article for the newspapers with a spring update to recruit new gardeners. This should be out around March 15.
- JoAnn Batey, a 2018 gardener, is starting a program through the Community Center's Senior Services, for seniors to share 2 tall plots which JoAnn has already secured. She will have an article in the newspapers around March 1 to announce the program and open the registration. The program will have a minimum of 7 participants, maximum 20.

**Garden Operations Committee** – Floyd reported he will be ordering drip system parts as soon as he is able to check with Pam to resolve the issue with using the EVCG debit card.

**Grants and Gifts Committee** – Shane reported that he received a second quote from a different auditor, same price, so this is probably the going rate. We will not need an audit unless we apply for a grant with this requirement.

**Publicity Committee** - Claire reported:

- Barbara is working on an article to recruit new gardener applications, for both newspapers for early March. We may also have a March gardening column from Skip von Kaenel. He is currently thinking about a topic that has not yet been covered. We may suggest something on common plant diseases and pests (not critters, since that will be coming in April) in our area.
- Website – The Resources page has been reorganized with broad topics to aid in navigation, and “Plants that can be grown...” file is now visible again, as the first item under “Specific Crops” on the Resources page. The Seed Exchange (3/21, 6:30 – 8:00 pm, Hondius Room) and orientation will be on the home page shortly, with the other spring programs already listed there. Jamie is working to fix the link to the Resources page from the site navigation list at the bottom of each page.

**Volunteer Committee** - Barbara reported:

- Student Life Summer Camp volunteers will be available again this year, at several intervals between June 4 – July 11, in groups of 10 – 15 for 3-hour afternoon shifts. We probably won’t have a need for extra labor in that timeframe as the construction projects should be completed by the end of May.
- Annual volunteer hour reports have generated light responses, so Barbara will not send out a request to gardeners to report for 2018. Instead, she will emphasize using the green volunteer book that is in the shed, will mark it more clearly, and make sure it is in a visible location.

**Old Business:**

- Calendar review – Board member recruitment was scheduled to start January 16, so we need to start thinking about gardeners or others who might be interested. This could be added to the March newspaper article to reach other community members, not just our current gardeners.
- Claire will step off the Board at the end of her 2019 term, but would like to remain active on the Operations Committee and perhaps Publicity Committee. Barbara and Pam will run for another Board term.
- Year-end financial statement and 2018 activity summary should be prepared for posting on the website.
  - Claire will forward a copy of the 2017 statement to Mary if she would like to use that as a model for 2018, and will draft the activity summary using the short summary that was recently added to the “History” page on the website.
- Record Retention Policy revision prepared by Executive Committee was reviewed by email. There was no discussion after noting the updates made it congruent with EVCG structure and operation. The revision was approved unanimously. (Motion – Cay, 2<sup>nd</sup> - Roger.

**New Business:**

- Gardener survey - Shane reported there have been 22 responses to date. Claire has extracted crop information, education topics, and volunteer interest, passing along those responses to Mary and Barbara for Events and Volunteer committee use. The crop information has been added to the “Plants that can be grown in Estes Park” list on the website’s Resources page.
- Critter planning – Floyd recommends we start critter control in March-April, as weather permits.
- Shane is not able to attend the March Board meeting.

**The meeting was adjourned at 5:24 PM.**

The **next regular Board meeting will be March 13, 2019**, at the regular meeting place, the conference room at the US Bank building, Estes Park.

Respectfully submitted,  
Claire Hanson, Secretary

**Estes Valley Community Garden Board Meeting Minutes**  
**March 20, 2019**

**The meeting was called to order** by the President, Barbara MacAlpine, at 3:35 PM in the Wasson Room, Estes Valley Library. The regularly-scheduled meeting was postponed to today because of the heavy snow on March 13.

**Those in attendance** were Claire Hanson, Cay Lacey, Roger Levy, Barbara MacAlpine, Jan Pauley, Mary Sampson, Pam Seaver, Floyd Wright. Absent: Shane Bristow, Herb Loveall.

**Announcements:** None.

**Secretary's Report:**

- **Minutes of the February 13, 2019 Board Meeting** as emailed were approved unanimously. (Motion – Pam, 2nd – Mary)
- Annual Report was snail-mailed March 5 to 3 donors for whom we have no email addresses, and emailed the same day to Town Mayor and Trustees, EVRPD Director, 9 donors/plot sponsors, and former Board members.

**Treasurer's/Finance Committee Report:**

- **March Treasurer's Report** as emailed by Mary was approved unanimously. (Motion – Claire, 2nd – Roger)
- **Year to Date Budget Report** – There were no updates. Pam noted that she has received plot rental checks totaling \$300 that are ready to deposit, and expects 10-13 additional checks in the mail soon.

**Committee Reports:**

**Executive Committee** – Barbara had nothing to report.

**Construction Committee** – Roger reported:

- Materials estimates are underway for the 5 plots to be raised, and the 2 concrete block replacements.
- Herb is recovering from knee surgery and gave Roger a new contact for EVRPD questions.
- Question of what to do with the old frames – Depending on condition, some boards could be used to repair other plots.
- Decision to try to do the frame construction during April, with a target of April 26 so that a Garden Clean-Up Day on April 27 could include filling the frames with soil/compost.
- Cay offered the option to do the construction in her home woodshop, with volunteers as needed to help with building and transporting finished “layers” to the Garden. Cay and Roger will determine how many volunteers are needed, and when.
- Concrete block work needs to be done in the Garden. A schedule is needed for this; the weather must be favorable. Target for completion should be mid-May at the latest..

**Events Committee** - Mary reported:

- March 12 seed starting program at Community Center – Floyd's presentation was excellent as always, well-received by the afternoon audience of 33 (including 12 from Erinn Wharton's Elementary School Garden Club), and the 7 evening attendees. Most of the recyclable paper seed-starting boxes and plant label stakes, donated by a local business to EVCG, were handed out to attendees.
- March 21 seed exchange, 6:30 – 8:00 pm at the Library's Hondius Room, currently has 12 people registered.
- “Why Do We Need Bees”, by Beth Conrey, scheduled for April 9, 1-2 pm at the Community Center is now open for registration. Handouts from Beth are coming soon.
- Susan Porr and Mary met with Erinn Wharton to discuss the Junior Master Gardener program proposed by Susan. Erinn is enthusiastic and will discuss with the Elementary School Principal, John Bryant.
- Susan Porr, Erinn Wharton and Mary will look at the Children's Area of the Garden when Susan returns to town next week, regarding possible reconfiguration of that area.

- Mary talked with Kelly Claypool about cooking classes at the Community Center. Discussions are continuing.

**Garden Administration Committee – Pam reported:**

- Plot rental status:
  - 77 plots are filled, 13 are open, and 10 people on the waiting list are in process of sending in their contracts. About 23 gardeners will be new to the Garden this season.
  - All 5 new tall plots are assigned.
  - At present, a total of 11 sponsors are needed.
- Discussion of renting the Veg Trug to a gardener without disabilities:
  - Consensus is that it is preferred to have someone make use of it.
  - Rental fee would be \$35 (smaller size, no drip line).
  - Feedback on any critter or other issues would be expected
- Elementary School teacher Lauren Holak (a current gardener) would like a plot for her kindergarten-1<sup>st</sup> grade combined class. She would maintain the plot during the summer. Consensus reached to make this a sponsored plot if she donates the produce harvested during summer to Crossroads.
- Pollinator Garden team leaders (Linda Buehring and Nancy Gobris) are not returning this season.
  - Thank-you notes were sent last fall.
  - Volunteers will be needed to maintain these areas. Linda has offered to meet with possible team leader(s).
- Orientation:
  - Shane has been updating the PowerPoint slides as issues are identified. Pam, Barbara and Claire will meet March 25 (or by email before then) to try to complete the remaining updates to send to Shane.
  - Board members should try to attend orientation, to meet the new gardeners and to help with questions during the sessions
- Joann Batey is moving forward with her plan to offer “Senior” gardening in 2-3 tall plots. She is sponsoring 2, and Barbara and Gordon MacAlpine will sponsor a third if there is sufficient demand. Information about this program will be included in the EVRPD program publicity.

**Garden Operations Committee – Floyd reported:**

- Soil test will be done in the next few days, with results from the CSU Soil Testing Lab a few weeks later. Fertilizer and compost/soil mix will be ordered based on the test results.
- All new drip supplies are in hand; Floyd intends to complete the upgrade by May 1.
- Committee will meet soon to discuss soil for the new frames and finalize other plans for the season.

**Grants and Gifts Committee – No report.** Claire will pass along to Shane Information on the process of obtaining sponsorships in past years.

**Publicity Committee - Claire reported:**

- An article announcing the March and April gardening education programs was sent to the *Trail-Gazette* and *Estes Park News*, for publication on March 1. *Trail-Gazette* dropped most of the text, so re-published it, with photos, on page 1 of the Community section on Wednesday, March 6.
- Barbara’s article recruiting new gardeners and Board members was in both newspapers on March 8.
- The March gardening column in *Estes Park News* will be on deterring 4-legged critters from home gardens, by Master Gardener Charleen Barr. Skip von Kaenel will provide a column on common plant diseases and pests (not critters) in our area for April.
- Reminder emails to gardeners (thanks Pam!) were sent for the March 12 Seed Starting and March 21 Seed Exchange programs, on March 10 and March 14, respectively.
- Website:
  - The Resources page has been reorganized with broad topics to aid in navigation. The “Plants that can be grown...” file is now visible again, as the first item under “Specific Crops” on the Resources page.
  - The programs listing on the home page is up to date.

- “Our Startup” page has been changed to History, with 2017 and 2018 summaries added and 2016 updated with plot statistics.

**Volunteer Committee** - Barbara had nothing to report, but asked Committee Chairs to let her know as soon as possible if volunteer needs arise for any planned tasks.

**Old Business:**

- Calendar review – No new items were added. We did not receive an invitation to the Mountain Festival, probably because we declined to participate last year. Many of us are busy that day in any case.
- New Board member recruitment –
  - One new member will be needed because Claire is stepping off at the end of her term.
  - Each Board member is assigned to bring 1 name of a potential Board member to the April meeting, with reasons why they would be appropriate.
  - A schedule to move forward from there will be developed at the April meeting.
  - If you are unable to attend the April meeting, please provide this information to Barbara directly.

**New Business:**

- Composting - Barbara was contacted by Barbara Werner regarding the possibility of cooperative composting somewhere in the area using bear-proof equipment developed by Green Mountain Technologies (Washington state--see <https://compostingtechnology.com/> .)
  - The schools are moving forward with this project, under the leadership of Alex Harris, sponsor of the EPHS Environmental Club.
  - Timing, location, access and many other questions remain, after Barbara and Alex establish contact.
  - Consensus is that this is a very worthwhile project to pursue, but many answers are needed.
- National Wildlife Federation “Garden for Wildlife” certification – Barbara will look into the program further and keep the Board informed; the cost is \$20.
- Tasty Bites bean seed promotion– Our bean seeds should be arriving very soon. Jan is coordinating this project and will keep us informed.

**Action items:**

- Cay and Roger - notify Barbara of date(s) when volunteers are needed for construction tasks.
- Susan Porr, Erinn Wharton and Mary look at the Children’s Area of the Garden for possible changes.
- Mary and Jan - continue investigating possibility of cooking classes this season.
- Barbara, Pam and Claire - meet asap to complete updated content for orientation slides.
- Board members invited to attend one or both orientations; wear name tag!
- Floyd - convene Garden Operations Committee to plan season start-up, including soil/compost issues.
- Claire - arrange newspaper and gardener email publicity for April 9 program.
- All – bring name of 1 possible Board candidate to the April meeting.
- Barbara - seek National Wildlife Federation certification.

**The meeting was adjourned at 4:51 PM.**

The next regular Board meeting will be April 10, 2019, in the conference room at the US Bank building, Estes Park.

Respectfully submitted,  
Claire Hanson, Secretary

**Estes Valley Community Garden Board Meeting Minutes**  
**April 17, 2019**

**The meeting was called to order** by the President, Barbara MacAlpine, at 4:01 PM in the conference room of the US Bank, Estes Park. This is the regular April Board meeting, postponed from April 10 due to snow.

**Those in attendance** were Claire Hanson, Cay Lacey, Barbara MacAlpine, Jan Pauley, Pam Seaver, Floyd Wright. Absent: Shane Bristow, Roger Levy, Herb Loveall, Mary Sampson

**Announcements:**

Claire noted that Herb is once again under the weather, due to a hand injury sustained in a backhoe situation. A get-well card was circulated today for signatures.

**Secretary's Report:**

- Minutes of the March 20, 2019 Board Meeting as emailed were approved unanimously. (Motion – Cay, 2<sup>nd</sup> – Jan)

**Treasurer's/Finance Committee Report:**

- **April Treasurer's Report** as emailed by Mary was approved unanimously. (Motion – Claire, 2<sup>nd</sup> – Pam)
- **Year to Date Budget Report** was reviewed with no questions or changes.
- **Insurance** – Following an email update from Mary to the Board, it was agreed to pay the premium now due for the coming year's coverage, and research other sources that might offer a policy more suitable to our Garden operation, for 2020.

**Committee Reports:**

**Executive Committee** – Barbara had nothing to report.

**Construction Committee** – Cay reported:

- Construction of the end panels for the 5 raised beds is complete, and they are stored in the Garden. Assembly will continue on Saturday, April 20, with 4 volunteers identified for carpentry, and so far 2 for preparing the ground for #68 and #69, which need to be dug into the ground so the frames will be level. Barbara will seek further volunteers for this task and to help lift the frame sections onto the plots, as well as a pickaxe to tackle the digging.
- Floyd will unhook the irrigation risers from #57 – 59, 68, 69 on Thursday, April 18.
- Barbara will take the hail cloth brackets off #59 before Saturday, April 20.

**Events Committee** - Jan reported:

- The Bee program was very successful, with about 30 attendees including the EP Elementary School Garden Club. Claire suggested we invite Beth Conrey to present a similar program as an annual event.
- Tasty Bite sent us 120 packets of green bean seeds and 2 signs to display in the Garden. The Crossroads plots will get these seeds, and the rest will be available to other gardeners.

**Garden Administration Committee** – Pam reported:

- There is currently one empty plot, and there are 3 returning gardeners who have not yet responded. Pam will contact them by phone as email has not been productive.
- The Veg Trug, the roll-under plot, is available to rent for \$35 if anyone is interested.
- Beth Engel will bring her shovels and rakes sometime this spring, to donate to EVCG.

**Garden Operations Committee** – Floyd reported:

- Hail cloth for 12 additional plots was purchased for approximately \$145. As in the past, cloth will be sold to gardeners for approximately \$13 each. This unbudgeted item was approved unanimously. (Motion – Cay, 2<sup>nd</sup> – Jan)
- The replacement liner for the Veg Trug has been ordered and should arrive very soon.
- Compost and compost/soil mix have been ordered; delivery is Tuesday, April 23. Floyd will meet the driver or request someone to fill in if he has to work unexpectedly.
- Fertilizer – Results from the soil test show that supplemental phosphorous is not needed this year. Floyd purchased the organic alfalfa-based product that we have used in the past, and each plot will receive 1 lb. in a smaller plastic bag. The cost is about 1/3 of last year's fertilizer bill. Barbara will seek volunteers to bag the fertilizer before April 27.
- Water system:
  - Floyd purchased 4 stainless steel y-valves for the hose spigots, to replace the plastic ones that froze last October.
  - Floyd will contact Herb to discuss the backflow preventer valve inspection, and replacement of the pressure regulator valve that also froze last October. Floyd will schedule the inspection unless an alternative plan is made per EVRPD.
- Barrel for compostable materials from the Garden:
  - Discussion led to consensus that we are neither willing nor able to provide trash service at the Garden, so we will not provide a container for garden waste. Instead, gardeners will be periodically reminded to take their garden waste home for disposal.
  - Used grocery bags are provided in the shed (we should all continue to bring our extras to replenish the supply), and gardeners can of course bring their own containers.
  - It was suggested that if the Operations Team members monitoring the garden see repeated situations of waste in the pathways, they should try to speak with offenders to encourage a different disposal method.

**Grants and Gifts Committee** – No report. Sponsorships status will be updated at the May meeting.

**Publicity Committee** - Claire reported:

- A notice about the April and May programs was sent to the *Estes Park News* and the *Trail Gazette* for publication on March 29. *Trail Gazette* did not publish our notice, but the program was included in the EVRPD spread on March 27. A notice for the May program will be sent to both papers for publication on May 3.
- The March gardening column in *Estes Park News* (moved to April 5) was on deterring 4-legged critters from home gardens, by Master Gardener Charleen Barr. Skip von Kaenel will provide a column on common plant diseases and pests (not critters) in our area, for April 26.
- Website: Another round of updates was sent to Jamie last week, including 2 *Estes Park News* gardening columns, the seed starting handout from Floyd, the 2018 Gardener Survey summary, and 2017 Minutes. The programs list on the home page will be updated as well. She is also looking into adding viewing statistics if that is possible with Wix.
- Cay described in more detail the gardening program she would like us to develop for KREV, the local radio station. The first step is to identify some local experts on various gardening topics who could be "interviewed" to answer gardening questions. Claire will contact Alison O'Connor, CSU Extension in Larimer County, for suggestions of Master Gardeners in Estes Park who might be interested in working with us on this project.

**Volunteer Committee** - Barbara reported she is seeking volunteers to help with plot frame work on April 20, including heavy digging to set the frames for #68 and #69, and also to bag fertilizer before April 27.

**Old Business:**

- Calendar review – No additions or corrections were noted.
- New Board member recruiting – Those who proposed potential director names should contact that person(s) to see if they might be interested. Results should be reported to Barbara, and those interested will be invited to the May Board meeting.

**New Business:**

- Discussion of advertising of outside entities to the gardeners:
  - It was agreed we prefer not to clutter the email traffic to the gardeners with advertising-type topics.
  - Floyd suggested the possibility of a small quarterly newsletter (could be on the website with a link from an email to the gardeners) that would include educational topics, timely news, and could also include “advertisements”. He noted that we are becoming a go-to source for garden topics, and that this is affirmation that we are making a difference in the community.
  - Publicity Committee will consider taking this on, with Floyd joining the Committee for this project. It was noted that new board members might bring new ideas and energy.
- Discussion of how to manage harvest of the shared crops – Rhubarb, gooseberries, currants, apples:
  - Consensus reached that small signs should be placed next to each crop stating, “*Gooseberries* [or whatever] are ripe – Pick enough for your recipe, leave the rest.”
  - A volunteer “Fruit Promoter” could be added to the Operations Team to develop the signs and placed them at appropriate times.

**Action items:**

- Floyd to unhook the irrigation risers from these 5 plots on Thursday, April 18.
- Barbara to remove the hail cloth brackets from #59 before Saturday, April 20.
- Floyd contact Herb asap to continue plans for backflow preventer valve inspection.
- Claire send notice for May 14 educational program to both newspapers for May 3 publication.
- Claire contact Alison O’Connor for possible EP Master Gardeners for proposed radio program project.
- If you suggested one or more potential Board candidates, contact them soon and let Barbara know the result; interested candidates will be invited to the May Board meeting.
- Publicity Committee + Floyd discuss further the proposed newsletter, and make a plan.
- Operations Committee develop plan for “Fruit Promoter” volunteer, and for producing signs, including budget estimate.

**The meeting was adjourned at 5:35 PM.**

The **next regular Board meeting will be May 8, 2019**, in the conference room at the US Bank building, Estes Park.

Respectfully submitted,  
Claire Hanson, Secretary

**Estes Valley Community Garden Board Meeting Minutes  
May 8, 2019**

**The meeting was called to order** by the President, Barbara MacAlpine, at 4:03 PM in the conference room of the US Bank, Estes Park.

**Those in attendance** were Shane Bristow, Claire Hanson, Cay Lacey, Roger Levy, Barbara MacAlpine, Jan Pauley, Mary Sampson, Pam Seaver, Floyd Wright. Absent: Herb Loveall

**Announcements:**

- Fritz Sampson and Bill Urquhart are both doing well after their recent surgeries. We wish them both a speedy recovery.
- EVCG was just certified as a Habitat Garden by the National Wildlife Federation. This recognizes our components that provide food, water, cover, and places to raise young. Cay will laminate the certificate so it can be posted on the bulletin board in the shed.

**Secretary's Report:**

- **Minutes of the April 17, 2019 Board Meeting** as emailed were approved unanimously. (Motion – Pam , 2nd – Mary)
- Thank-you notes were written to the volunteers who constructed and placed the new tall plots: Doyle Baker, Jim Ecklund, Johathan Hauger, Howard and Leanne Lauren, Will Monks; to Wendy Corcoran for plot number replacement and weeding; to Craig Seaver for apple tree pruning and to Dr. Daniel Rauk for sponsoring a plot for the 3<sup>rd</sup> year.

**Treasurer's/Finance Committee Report:**

- **May Treasurer's Report** as emailed by Mary was approved unanimously. (Motion – Cay , 2nd – Roger )
- Year to Date Budget Report – Compost/soil cost was higher than budgeted due to increased delivery charge and higher product prices. Midwest Materials was purchased by Pioneer Sand and Gravel earlier this year, so changes are to be expected.
- Insurance – Mary is continuing research for a policy that will provide appropriate coverage for our operations, including gardener injury.

**Committee Reports:**

**Executive Committee** – Barbara had nothing to report.

**Construction Committee** – Roger reported:

- The 5 new tall plots were completed, starting in W Building at the Fairgrounds and finished on site after the soil was placed. The largest part of the “construction” aspect was digging in very rocky areas to make a level base for #68 and #69, so the sides would be perpendicular to the ground when completed. Doyle Baker and Jonathan Hauger accomplished this task with hand tools only.
- The 2 concrete block frames were installed for Crossroads' #53 and #54.
- Solar panel - Barbara noted the panel is in hand, purchased on sale from REI at a very good price, currently stored at her home. Installation can be planned after June 4; the MacAlpines will install it, with assistance from Mary and anyone else who is interested.
- Planning for the solar battery locker – What materials should be used?

**Events Committee** - Mary reported:

- Alison O'Connor's talk, “How to Care For Your Garden Organically” is May 14, 1-2 pm and repeated 7 – 8 pm, at the Community Center.
- The plan to start a Junior Master Gardener program is on hold until another Master Gardener is identified to partner with Susan Porr. John Bryant, Elementary School Principal, is very interested and is investigating how

the program fits with Colorado state standards. It seems best to continue planning for a possible start-up in 2020. There is a program in Steamboat Springs; Mary is hoping to contact them for additional insights.

- Garden Coffee educational programs are being planned for this summer. More details will be forthcoming from the Events Committee.

**Garden Administration Committee** – Pam reported:

- All plots are taken as of today, but 3 returning gardeners have not responded to repeated emails and one attempted phone call. At the end of this week, Pam will notify them they will not have plots this year, as the deadline for payment was February 28.
- The Community Center “Fun with Gardening” program offered by Joanne Batey will be using the 2 tall plots that were paid for by Joanne. Barbara will decide very soon if she and Gordon will keep their plot.
- There are 2 new applications on the waiting list.
- Ten plots need sponsors – 5 are covered as of today.
- Hail cloth cutting party in the Library’s Hondius Room (plenty of room to spread out and tables to work on) with Pam, Claire and 2 new gardeners, Kay Weston and Suanne Townsend, gave us 19 pieces available for sale. Gardeners who want to purchase them will be asked to contact [evcg@evcg.org](mailto:evcg@evcg.org) to find out how to pick up and pay. Checks should be left in the back of volunteer sign-in book, cash payments by appointment only.

**Garden Operations Committee** – Floyd reported:

- Floyd met with Zach from EVRPD who is filling in for Herb. He installed the new pressure reducing valve and planned to fix some leakage and re-test. His quick and responsive email communication is most appreciated.
- Carl Ertl has been scheduled to do the Town-mandated backflow preventer test.
- Drip system lines to the 5 new taller plots are completed. The remaining upgrade work should be completed by the end of May. John Thut, a new gardener, is interested in helping with this project if needed.
- Hoses will be put out this coming weekend and the water turned on. Pam will be notified when this is done so she can email the gardeners.
- Drip Patrol may become a monitoring team, walking the Garden weekly to look for large wet areas indicating leaks, since the timers will turn the irrigation on and off automatically.
- Rain Gauge monitoring needs to be covered in some manner, as it requires daily recording.
- Dog Park will be adding a water tap/meter, which is currently slated to come off the line that goes through the Garden. Shane is involved with the Dog Park and will keep us informed.
- No critter control work has been done since about the last week of April. Patrol members are needed, especially for the first 2 weeks of June when Floyd will be out of town. Barbara will contact the volunteers she knows are interested.

**Grants and Gifts Committee** – Shane reported:

- Sponsorships are being sought; 5 of the 10 are still needed. Cay offered to speak with the United Methodist Women, whose members have sponsored plots in past years.

**Publicity Committee** – Claire reported:

- The May garden column in the *EP News* was Part 1 of 2 on “Plant Diseases, Infestations and Treatments”, by Skip von Kaenel. Part 2 will appear later in May.
- The May 14 program notice, for Alison O’Connor’s “How to Care For Your Garden Organically”, appeared in the *EP News* on May 3, and *Trail-Gazette* on May 8. The EVRPD program listing, including this talk as well as Joanne Batey’s “Fun with Gardening”, was included on the same dates as our program notice.
- Pam sent an email reminder to gardeners on May 6 regarding Alison’s talk.
- Nanette Chisholm, returning to garden with us after a year off, will be helping to either find or generate content for the *EP News* columns. As a gardener representative to the Publicity Committee, she will be invited to the June meeting to tell us a bit about her background, which fits well with our mission and our educational publicity plans, and to learn more about EVRPD Board operations.
- The Garden in video – The Town is contracting with Alex Ho, Sky Pond Photo & Video, to produce a video highlighting Estes Park’s “community” aspects. He wants to include the Garden, especially educational,

intergenerational and sponsorship aspects. He would like to contact Erinn Wharton and Debra Avezano (Crossroads) to invite them to participate. The piece on the Garden will be very short, only several minutes, but would include filming activity in the Garden in July with several Board members providing an on-camera overview. Consensus was to accept this opportunity (Claire phone Alex) and to alert Erinn (Claire) and Debra (Barbara) so Alex can contact them soon.

#### **Volunteer Committee** - Barbara reported:

- At least 42 volunteers helped on the April 27 cleanup day, many were new gardeners and many stayed for all or most of the 3 hours. Much hard labor went into filling the 5 new tall plots with soil. Floyd and several others who were not able to be there in the afternoon accomplished a lot of tasks, including hauling soil, earlier that week and on that morning.
- Recruiting volunteers to tend the Pollinator and Perennial gardens, and for the Critter Patrol.
- Cay has volunteered to paint the red wooden bench when the weather cooperates.

#### **Old Business:**

- Calendar review – nothing was added or corrected.
- New Board of Director candidate discussion :
  - One prospective Director will be invited to the June meeting, after an interview with several Executive Committee members.
  - Consensus was reached to leave the Board size at 9 at this time.
- Good Seed update – Jan reported that many packets of Tasty Bite bean seeds were taken on cleanup day. She reminded us that we need to be sending pictures of planting the seeds and tending them, to Good Seed as the season progresses. The Crossroads plot volunteers have agreed to do this, since they will have one plot that is half green beans.

#### **New Business:**

- Children in the Garden :
  - The Board re-affirmed its interest in continued involvement of children in the Garden, specifically the Estes Park Elementary School Garden Club under the sponsorship of Erinn Wharton, EPES 3<sup>rd</sup> grade teacher, and the Boys & Girls Club summer program. We ask that children in the Garden be supervised by parents or other adults, and these two groups have complied with our request.
  - As evidence of our interest in involving all ages including children, each year we have tried to increase our garden education programming, with an emphasis on multi-generational participation. As well, there is a dedicated play-garden area designed for children, and the Board sponsors 3 plots for the Elementary School Garden Club and reserves a plot for the Girl Scout troop.
- Crossroads plots:
  - Barbara noted that the new Crossroads Pantry manager, Debra Avezano, is excited about their involvement this season.
  - Two of their plots have at least one experienced gardener assigned; Barbara is contacting several of our gardeners who might be interested in partnering for their third plot.
- The garden as a social club meeting site:
  - Consensus was reached that the Garden is not an appropriate meeting place for non-Garden events or meetings, however informal.
  - Gardeners are welcome to gather and bring friends for tours or other visits, but not for any regular meetings unless EVCG-sponsored.
  - We will suggest the Community Center as a more appropriate venue for such gatherings, whenever the situation arises.
    - From the EVRPD website: “Senior services will operate Monday through Friday from 9 a.m. to 4 p.m. in the lower level of the Estes Valley Community Center. The coffee bar, lounge, game room and many social and educational opportunities are free to seniors.”

#### **Action items:**

- Mary continue seeking a more suitable insurance policy for the Garden.

- Plan needed for solar panel installation and battery locker construction.
- Mary continue research and liaison activities for Junior Master Gardener program in 2020.
- Events Committee continue planning for Garden Coffee programs this summer.
- Cay work with Shane regarding sponsorships from United Methodist Women.
- Floyd continue drip system work, requesting volunteer help as needed.
- Operations Committee make a plan for daily rain gauge monitoring.
- Claire invite Nanette Chisholm to June Board meeting.
- Barbara contact Debra Avezzano, Claire contact Erinn Wharton and Alex Ho, regarding the Garden video project.
- Barbara continue recruiting volunteers for Pollinator and Perennial gardens, and Critter Patrol, and 1 additional experienced gardener volunteer for the 3<sup>rd</sup> Crossroads plot.
- Cay paint the red wooden bench at her convenience.
- Barbara arrange interview with prospective Director and several Executive Committee members, before June Board meeting.
- Crossroads gardeners take pictures throughout the season showing the progress of their Tasty Bite beans.

**The meeting was adjourned at 5:45 PM.**

**The next regular Board meeting will be June 12, 2019, in the conference room at the US Bank building, Estes Park.**

Respectfully submitted,  
Claire Hanson, Secretary

**Estes Valley Community Garden Board Meeting Minutes**  
**June 12, 2019**

**The meeting was called to order** by the President, Barbara MacAlpine, at 4:02 PM in the conference room of the US Bank, Estes Park.

**Those in attendance** were Shane Bristow, Claire Hanson, Cay Lacey, Roger Levy, Barbara MacAlpine, Jan Pauley, Mary Sampson, Pam Seaver. Absent: Herb Loveall, Floyd Wright. Visitors: Gardeners Doyle Baker and Nannette Chisholm.

**Announcements:**

- Barbara received the National Wildlife Federation “Garden for Wildlife” certificate for our Garden. It can be posted in the shed. There is also a full-size nylon flag as part of the certification package; wind issues may prevent flying it except during specific events.
- Barbara noted the Board will have a short Executive Session after adjournment of today’s regular meeting.
- Doyle Baker and Nannette Chisholm gave brief overviews of their experience, and interest in the Garden.

**Secretary’s Report:**

- Minutes of the May Board Meeting as emailed were approved unanimously. (Motion – Mary, 2nd – Jan)
- Thank-you notes were sent to Stacie Drake and Barbara Lucas for weeding and planting the Children’s Area berm with sunflowers, and to Kim Muench for replacing the Veg Trug liner, renewing the soil with compost, and contributing California poppies to the developing Trug plot. Craig Seaver was thanked via email for installing the metal hose rack in the shed for storing the extra hoses.

**Treasurer’s/Finance Committee Report:**

- Treasurer’s Report for June, as emailed by Mary, was approved unanimously. (Motion – Pam , 2nd – Cay)
- Year to Date Budget Report was reviewed. By consensus, the budget was amended to add \$150 for replacement plants for the Pollinator Gardens, as a line item.

**Committee Reports:**

**Executive Committee** – Barbara had nothing to report.

**Construction Committee** – Roger reported:

- Concrete block bed – Roger filled the open holes in the blocks with soil. This will help stabilize the blocks, increase safety, and provide more planting area for either flowers or veggies. Barbara will check in with Crossroads about plot progress and let them know they can plant in these new border “planters”.
- Claire asked if the eye for the shed door hook can be reinforced; Cay will look at what can be done.
- Nannette noted the screen under west gate is bent or missing, allowing access for small critters. Roger will look at it and organize help as needed. Hardware cloth is available in the shed if needed for this repair.

**Events Committee** - Mary reported:

- The committee met to start planning for the Gardener Potluck (Saturday, 24 August), Saturday Coffee gatherings at the Garden (29 June, 10 a.m. is the first), and the Garden/Trolley Tour (August).
  - Doyle had some suggestions for the first Coffee which he will share with Mary shortly at the Garden.
  - Mary will write up an email for Pam to send out to the gardeners, with information about the first Coffee.
- Junior Master Gardener Program – Mary discussed this with Alison O’Connor, who advised that the official JMG program is very complex and requires more leadership and supervision than Alison’s office can provide. She suggested we plan a basic gardening activity for next year, with input from the school, to fit with the school curriculum and the available volunteer time, and that we have more than 1 volunteer involved.

- Mary noted we need the spring 2020 educational program topics and speakers lined up very soon, for inclusion in the EVRPD Community Center course offerings catalog.
- Nannette offered to work with Mary to plan and arrange one or more Garden tours for Good Samaritan Village residents, with the involvement of their activities director.

**Garden Administration Committee** – Pam reported:

- As of this week, 3 gardeners have not started any obvious work on their plots. Pam has heard from them that they are planning to begin very soon.
- There is one person on the waiting list, and another may decide to sign up.
- There are 10 sponsored plots this season, \$290 received to date for sponsorships.

**Garden Operations Committee** – Barbara presented an overview in Floyd’s absence:

- Drip irrigation system:
  - Barbara will ask Floyd to schedule a training session for interested Board and gardeners, and we will update the emergency call list appropriately after that.
  - We decided to leave Zone 6 turned off due to the break in the line, until Floyd returns and can repair it properly. Gardeners in those plots were notified by email and on whiteboard to use the hose to water until further notice.
  - The timer for Zone 6 malfunctioned the day after Floyd left for his trip; Barbara and Claire successfully reset it, before the line break. [Update: Timer for Zone 5 reset itself the day after this meeting; Pam reset it.]
- Dandelions – not so dandy
  - Barbara purchased 2 dandelion diggers; they are in the shed.
  - Doyle noted that mechanical control spreads the seeds. It helps with the appearance of the pathways but is not reducing the dandelion population:
    - Mow 2x weekly early in the season and follow immediately with the string trimmer. We might consider purchasing a mower to leave in the shed to make the mowing task easier.
    - Remind gardeners to pull them from their own plot sooner rather than later, making sure to remove the deep tap root.
    - Use horticultural vinegar (20 – 25% concentration) for direct contact control. Suggested the Garden purchase the vinegar and store in the shed for gardeners to use.
  - Nannette suggested we prepare an information note on dandelions, their advantages and disadvantages, and how to control them in your own plot.
- Flea beetles – Nannette suggested using diatomaceous earth tilled into plots in spring as a preventive measure; it must be food grade or agricultural type, not the type for pools. This could be an ongoing educational project. Nannette suggested another information note on using diatomaceous earth, for emailing to gardeners and posting on the website Resources page. Claire reminded us that flea beetles are generally an early-season pest, and damage is usually mostly cosmetic (per Alison O’Connor and Floyd).
- Critter considerations - Several gardeners have been added to the Critter Crew. At least 4 critters, probably ground squirrels, have been live-trapped and released 5-7 miles away. Barbara is seeking additional crew to have the traps checked several times each day. Cay is testing coffee grounds as a repellent in one active hole near her plot and will report results.
- String trimmer battery replacement – Doyle will order 2 replacements, off-brand which he notes are well reviewed and about half the cost of Black & Decker.

**Grants and Gifts Committee** – Shane noted that the plot sponsorship funds received to date should be sufficient for this year, due to the positive bank balance.

**Publicity Committee** – Claire reported:

- Part 2 of advice on plant diseases and insects, by Skip von Kaenel and edited for length by Claire, was published in *Estes Park News*, May 31, page 14.

- The Garden in Video – Alex Ho filmed Erinn Wharton’s Elementary School Garden Club planting their plots, on May 15. Let Claire know before July 1 if you wish to be part of the filmed Board chat at the Garden during July.
- Website updates: Resources updated with recent items; surveys, annual reports, and minutes updated and linked correctly; spring programs removed from home page.
- Garden Radio – 1 segment is recorded, with Claire as moderator and Alison O’Connor as the guest expert. Cay has the digital files; Jim Ecklund will edit, and plans for airing will follow.
- Nannette Chisholm is now a gardener representative on the Publicity Committee.

**Volunteer Committee** – Barbara reported the watering groups for the perennial squares, fruit garden and sunflowers are currently being recruited and organized. She will also be contacting the Crossroads team for an update on their gardening progress.

**Old Business:**

- Calendar review – Barbara distributed the updated calendar; any additions or changes should be sent to her asap.
- Dog park water update – Shane was told that the water would be coming from another line in Stanley Park, not the one that serves the Garden.

**New Business:**

- The June Board Meeting will be preceded by the 2019 Annual Meeting, at which new officers for 2019/2020 will be nominated and elected. President and Secretary are open positions. Please let Barbara know if you are interested in running for office, and also preferences for committee service, no later than 4 July.

**Action items:**

- Barbara contact Crossroads plot team to check on progress.
- Cay evaluate shed door hook and eye to try to reinforce the eye more securely.
- Roger evaluate west gate bottom screen and seek volunteer help to repair as needed.
- Events Committee plan spring 2020 Community Center programs and coordinate with Publicity Committee for catalog and press release copy.
- Events Committee coordinate with Nannette Chisholm on possible Good Sam resident tours.
- Floyd look at Zone 6 drip line (repair needed?) and Zone 5 and 6 timers, and work with Barbara to schedule a training session.
- Operations and Publicity Committees coordinate with Nannette Chisholm on suggested information sheets on dandelion management and diatomaceous earth for flea beetles.
- Barbara continue to recruit Critter Crew.
- Doyle Baker will order 2 replacement batteries for the string trimmer.
- Contact Claire by 1 July if you wish to be part of the Board chat in the Garden for the July video filming.
- Jim Ecklund edit the first Garden Radio segment; Cay work with KREV-LP to schedule.
- Send any calendar updates to Barbara asap.
- Contact Barbara by 4 July regarding your officer and committee interest.

**The meeting was adjourned at 5:44 PM.**

The **next regular Board meeting will be July 10, 2019**, in the conference room at the US Bank building, Estes Park.

Respectfully submitted,  
Claire Hanson, Secretary

**Estes Valley Community Garden Board Meeting Minutes**  
**July 10, 2019**

**The meeting was called to order** by the outgoing President, Barbara MacAlpine, at 4:06 in the conference room of the US Bank, Estes Park, immediately following the Annual Board meeting.

**Those in attendance** were Doyle Baker, Shane Bristow, Claire Hanson, Cay Lacey, Roger Levy, Barbara MacAlpine, Jan Pauley, Mary Sampson, Pam Seaver, Floyd Wright. Absent: Herb Loveall.

**Announcements:**

- Pam read a note from Connie Dedon congratulating us on the Garden's success.
- Shane reported that the Dog Park water line is directly from the Fairgrounds, so will have no impact on the Garden's water.
- Barbara presented a thank-you certificate, signed by all Board members and Tom Carosello, to Claire as her Board term ends today.

**Secretary's Report:**

- Minutes of the June 12, 2019 Board Meeting as emailed were approved unanimously. (Motion – Pam, 2nd – Mary)
- A thank-you note was sent to José Antonio Diaz (Tony) for his help in trapping critters.

**Treasurer's/Finance Committee Report:**

- July Treasurer's Report as emailed by Mary was approved unanimously. (Motion – Pam, 2nd – Roger)
- Year to Date Budget Report was reviewed and approved. By email, during the week of June 17, consensus was reached to add an additional line item to the budget, for replacement plants and equipment (tools, etc.) for the Garden in general. This was proposed by Floyd, to allow for replacement of the dead apple tree and a broken shovel.
- Mary requested Board approval to add Floyd to the signature list at the bank, so a debit card can be obtained for him, for Operations Committee purchases. Consensus was to approve this request.

**Committee Reports:**

**Executive Committee** – Barbara had nothing to report.

**Construction Committee:**

- Roger reported that Fritz Sampson repaired the hardware cloth barrier at the bottom of the west gate. This should remove that one entry point for small critters.
- Roger asked Cay if she can reinforce the hook/eye on the shed door. The eye pierces the shed wall and will eventually pull out.
- Solar panel update – Barbara reported that the panel is installed on the shed roof and the battery is in a locked box built by Cay and Jim.
  - The battery can be used to charge tool batteries, such a string trimmer. Board members who have a need to use the battery can request the lock combination from Barbara.
  - Discussion of installing some type of light in the shed was tabled until Barbara can get advice from Gordon on what is possible and practical.

**Events Committee** - Mary reported on upcoming events:

- Coffee at the Garden on June 29 was successful, with about 18 attendees. Pam, and Linda Buehring, answered questions about square foot gardening and the Pollinator Gardens, respectively.
- The next Coffee at the Garden will be July 20, 9 – 10:30 a.m.
  - It will include a recipe swap, in response to feedback from the spring program evaluations and from the annual gardener surveys.

- Pam will send the invitation out soon. It was suggested to include a reminder to start thinning and to think about fertilizer needs in individual plots.
- Greens are especially abundant; gardeners should be reminded to share with Crossroads.
- Gardener Potluck will be Saturday evening, August 17.
- Topics for spring programs are needed by around September 1 for inclusion in the Community Center catalog.
  - Mary will talk with Kelly Claypool, EVRPD, about changing to a different day of the week.
  - Mary will invite Alison O'Connor to talk on flowers, and asked Floyd today if he would think about a new topic that interests him. Another possibility is Beth Conrey, the Bee Lady, perhaps partnering with Erinn Wharton and students to talk about the beehive at the Elementary School.
- Trolley Tour needs to be planned starting in early spring, so we will not schedule this event this year. It was suggested to try partnering with the Estes Park Garden Club for a tour; Mary will look into this possibility.

**Garden Administration Committee – Pam reported:**

- As of today, 2 plots (43 and 79) have not been started. Both gardeners have been contacted several times with no response. In the last email message, Pam notified the gardeners they would forfeit their plots for this year and next.
- It was decided to plant some crops for Crossroads. Mary will obtain radish, carrot and sweet pea seeds, and Jan will provide the remaining Tasty Bite bean seeds, and they will plant the 2 plots in the next few days.

**Garden Operations Committee – Floyd reported:**

- Drip is working well, with no recent complaints.
- Water pressure is a bit lower than last year, as set by Herb when the new pressure regulator was installed. There have been some reports of low pressure, not enough to water with a hose, but these may have been temporary drops due to load on the whole system or some external reason. Using more than one hose at a time may be problematic; if this continues the pressure could be set a bit higher.
- Floyd will purchase 6-foot extensions for the remaining 5 hoses so they will all reach easily to the westernmost plots.
- Solar and string trimmer batteries:
  - Doyle will test several different charging procedures to find the most effective.
  - Floyd and Doyle will both be using the string trimmer to keep the pathway weeds under control. They will decide if another tool battery charger is needed.
- Critter Crew update - Barbara reported that there are 4 people on the Crew, using 3 Have-A-Heart traps, 3 nights a week with check-ins on the 3 following mornings.
- Pollinator Gardens:
  - Linda Buehring has requested additional funds to purchase Harlequin's mulch product for the NE Pollinator Garden. The mulch pile currently sitting next to the green EVRPD building is available for free. Floyd will arrange to move some of this mulch to the Garden early next week, and volunteers will be needed to spread it.
  - Linda also would like to have a hand pruner available to trim back the larger plants; EVCG will purchase a hand pruner.
  - Status of Pollinator Garden leadership - Linda will not be available to be the lead volunteer next year, so recruiting may be wise starting this season.
- Weeds:
  - All pathways need to be cleaned up, to keep the Garden looking tidy and to prevent seeding and vegetative spreading. Floyd noted on the whiteboard that "5 a day" by every gardener would probably allow us to get ahead of the growth.
  - Consider starting this campaign in early spring next year, to try to forestall the problem.
  - Consider having a demo of how to weed with a shovel, dandelion cutter, or scuffle hoe, at the next Coffee at the Garden.
  - Doyle requested we purchase a small/narrow, battery-operated mower. This would help with coordinating the mowing and weed whacking. Floyd and Doyle will explore the options, for a speedy decision by email.

**Grants and Gifts Committee** – Shane had nothing to report. Fundraising is not needed due to the still-significant bank balance.

**Publicity Committee** – Claire reported:

- The Garden in Video – Alex Ho will be filming at the Garden on Saturday, August 20, from 7:30 a.m. to about 8:30 a.m. Barbara and Pam will represent the Board, Kim Muench, Jim Redman, and Claire will represent gardeners. It was decided to invite all gardeners to be there if they wish. More information about the exact purpose of the video will be provided by Alex shortly.
- Website – Gallery slideshow planning meeting will be July 17. Jamie Murphy, Nannette Chisholm, Angie Gunter (Wix experience) and Claire will set up a plan and schedule for updating and adding to the Garden slideshows, to include photos from this year's events. Nannette has already created a draft slideshow from the first Coffee at the Garden.

**Volunteer Committee** – Barbara reported that obtaining volunteer commitments is more difficult than in previous years. Perhaps at orientation we should de-emphasize the 2-hour commitment, as it may discourage gardeners from doing more.

**Old Business:** Calendar review - Barbara will add the upcoming event dates. If any other items, please send to Barbara as soon as possible.

**New Business:**

- A new Publicity Chair is needed to replace Claire. Cay volunteered to chair, with the Publicity team already in place who will carry out the publicity tasks (Jamie, Nannette, Angie, Claire).

**Action items:**

- Cay investigate possibility of reinforcing the hook/eye in the shed wall to prevent damage to the wall board.
- Let Barbara know if you need the combination for the battery locker, in order to use the battery.
- Barbara ask Gordon for advice about lighting in the shed.
- Pam send out email invite for July 20 Coffee at the Garden, being planned by Mary and Jan.
- Events Committee identify spring programs and presenters for the approx. September 1 EVRPD catalog deadline.
- Jan and Mary obtain seeds and plant the non-started plots (43 and 79) for Crossroads.
- Floyd purchase and install 5 additional hose extensions.
- Floyd and Doyle work with batteries and chargers to develop optimal plan for usage.
- Floyd arrange to move some mulch to the Garden; volunteer(s) needed to spread in NE Pollinator plot
- Purchase a pruner.
- Continue pathway weed-removal campaign – all Board members encourage gardeners to help.
- Floyd and Doyle explore lawn mower options, for purchase decision by email.
- Claire write up invite for Garden in Video, Pam send out the email to gardeners.
- Barbara add upcoming event dates to calendar.

**The meeting was adjourned at 5:23 PM.**

The Board convened immediately following at Poppy's Pizza & Grill for an informal dinner recognizing Claire's service as an EVCG Director, and to welcome Doyle as a new Director. Tom Carosello was able to attend as well.

The **next regular Board meeting will be August 14, 2019**, in the conference room at the US Bank building, Estes Park.

Respectfully submitted,  
Claire Hanson, Outgoing Secretary

**Estes Valley Community Garden Board Meeting Minutes**  
**August 14, 2019**

**The meeting was called to order** by the President, Shane Bristow, at 4:02 pm in the conference room of the US Bank, in Estes Park.

**Those in attendance** were Shane Bristow, Cay Lacey, Roger Levy, Barbara MacAlpine, Jan Pauley, Mary Sampson, Doyle Baker, and Pam Seaver. Absent: Herb Loveall, Floyd Wright. Guests: None

**Announcements:**

- New Officers: Shane Bristow, President, and Jan Pauley, Secretary
- Shane noted that the Agendas will be sent out electronically, but no paper agenda will be printed out
- Publicity Committee will include Barbara, Mary & Jan (Events). The old committee description is being re-written. Will involve the website, news articles. Claire would stay on the publicity committee, along with 2 more gardeners. Motion to adopt by Doyle, 2<sup>nd</sup> by Pam. All approved.
- Thank-you letters were previously written by Polly, and the task then was adopted by Claire. Mary agreed to continue written correspondence for donations.

**Secretary's Report:**

- Minutes of the July 10, 2019 Board Meeting as emailed were approved unanimously.

**Treasurer's/Finance Committee Report:**

- The July Treasurer's Report as emailed by Mary was approved unanimously.
- Year to Date Budget Report: we are still under-budget for the year
- 

**Committee Reports:**

**Executive Committee – Shane**

For the Strategic Planning meeting scheduling, Shane will sent out a survey on Doodle for members to vote on the best date and time for us to meet. Please submit suggestions as well.

**Construction Committee: Roger**

- A new latch was installed on the west gate, so that we can lock it more easily
- The solar battery box now has a lock on it.
- Suggestion by Doyle for more room in the shed for the electric mower, as well as a bike lock to secure

**Events Committee - Mary**

- The coffee event on June 25<sup>th</sup> was not well attended, but the Board was well represented.
- The Potluck will be on Saturday August 17
- Educational Programs this winter/spring will be moved to Thursdays. Flowers, The Bee Lady, and Floyd's programs are tentatively scheduled. We may look into the High School's CTE (Career Tech Education) Program director to give a program on their greenhouse. Other topics suggested were 'Economics of small-plot gardening', and 'choosing crops wisely'.
- Consider more elevated beds again next year. Roger will research more options on the designs.

**Garden Administration Committee – Pam**

- Three new people are on the waiting list already for next year's plots.
- Two neglected plots: #40 has a mix of flowers and weeds. Plot #82 was planted by Jan, and has veggies growing for donation to Crossroads Food Pantry.

**Garden Operations Committee – Floyd**

- Critter crew update – possibly as many as 20 animals were taken away. Three new mounds were found this morning.
- The main green timer was off so Floyd reset it.
- Don't use rocks to plug the holes – it interferes with the weed whacking. Perhaps we need a weed crew, too.
- More projects to be completed before the Awards Event on the 23<sup>rd</sup>.
- Another potluck reminder to be sent out, as well as reminder for gardeners to take garden refuse home after harvesting.

**Grants and Gifts Committee – Shane**

Nothing to report. Fundraising is not needed due to the still-significant bank balance.

**Publicity Committee –**

- Publicity Committee will include Barbara, Mary & Jan (Events), and a new committee description is being re-written. Claire will stay on the publicity committee, along with 2 more gardeners
- Nanette wrote a great article in the Estes Paper about Biodynamics organic farming & organic gardening

**Volunteer Committee – Barbara**

- No activities to report.
- The pollinator garden plots need to be watered more often. Perhaps this could be added to the drip system.

**Old Business:**

- Calendar update sent out to the members by Shane
- The Potluck was added for Aug 17<sup>th</sup>, as well as the Award on Aug 23<sup>rd</sup>, time TBD
- Cleanup date: We are still working with October 19<sup>th</sup> with Oct 26<sup>th</sup> as backup

**New Business:**

- None

**The meeting was adjourned at 5:00 PM.**

The **next regular Board meeting will be September 11, 2019**, in the conference room at the US Bank building, Estes Park.

Respectfully submitted,  
Jan Pauley, Secretary

**Estes Valley Community Garden Board Meeting Minutes**  
**September 11, 2019**

**The meeting was called to order** by the President, Shane Bristow, at 4:06 pm in the conference room of the US Bank, in Estes Park.

**Those in attendance** were Shane Bristow, Cay Lacey, Roger Levy, Jan Pauley, Mary Sampson, Doyle Baker, and Pam Seaver. Absent: Barbara MacAlpine, Herb Loveall, Floyd Wright. Guests: None

**Announcements:**

- Agreed to meet at 3 pm on Nov 13<sup>th</sup> for our Strategic Planning meeting, to be done NLT 6pm
- 

**Secretary's Report:**

- Minutes of the August 14, 2019 Board Meeting as emailed were approved unanimously.

**Treasurer's/Finance Committee Report:**

- The August Treasurer's Report as emailed by Mary was approved unanimously.
- Year to Date Budget Report:
- The water bill for last month was a bit higher July2-Aug 8<sup>th</sup> despite a lot more rain, possibly due to the hose line separation in line for unknown number of days. Overall, we used more water last year.
- A donation of \$100 was received from the united Methodist Church for sponsorships next year.

**Committee Reports:**

**Executive Committee – Shane**

- . No Report

**Construction Committee: Roger**

- A few modifications made to new latch on the west gate, so that we can lock it more easily
- 

**Events Committee - Mary**

- Educational Programs this winter/spring will be moved to Thursdays. Flowers, The Bee Lady, and Floyd's programs are tentatively scheduled. We may look into the High School's CTE (Career Tech Education) Program director to give a program on their greenhouse. Other topics suggested were 'Economics of small-plot gardening', and 'choosing crops wisely'.
- 

**Garden Administration Committee – Pam**

- Four people are now on the waiting list already for next year's plots,3 want high plots, 2 need sponsors.

**Garden Operations Committee – Floyd**

- [eminder for gardeners to take garden refuse home after harvesting. ]
- Doyle offered to take bags of weeds weekly to the dump, cost would be around \$7/3 bags, possibly starting next year
- Some critters have been coming back again.

**Grants and Gifts Committee – Shane**

Nothing to report.

**Publicity Committee –**

- Publicity Committee will include Barbara, Mary & Jan (Events), and a new committee description is being re-written. Claire will stay on the publicity committee, along with 2 more gardeners
- Nanette wrote a great article in the Estes Paper about Biodynamics organic farming & organic gardening

**Volunteer Committee – Barbara**

- No activities to report. Harder this year to get folks to volunteer. Scheduling conflicts on the critter crew.
- Apples to be donated to Crossroads, or given to the elementary school kids who are using the garden for their math class. (Operations/save one for Floyd)

**Old Business:**

- Calendar update sent out to the members by Shane
- 
- Cleanup date: We are still working with October 19<sup>th</sup> with Oct 26<sup>th</sup> as backup

**New Business:**

- None

**The meeting was adjourned at 1650 PM.**

The **next regular Board meeting will be September 11, 2019**, in the conference room at the US Bank building, Estes Park.

Respectfully submitted,  
Jan Pauley, Secretary

**Estes Valley Community Garden Board Meeting Minutes**  
**October 9, 2019**

**The meeting was called to order** by the President, Shane Bristow, at 4:06 pm in the conference room of the US Bank, in Estes Park.

**Those in attendance** were Shane Bristow, Cay Lacey, Roger Levy, Jan Pauley, and Barbara MacAlpine. Absent: Herb Loveall, Mary Sampson, Doyle Baker, Floyd Wright, and Pam Seaver. Guests: None

**Announcements:**

- Agreed to meet at 3 pm on Nov 13<sup>th</sup> for our Strategic Planning meeting, to be done NLT 6pm
- 

**Secretary's Report:**

- Minutes of the September 11, 2019 Board Meeting as emailed were approved unanimously.

**Treasurer's/Finance Committee Report:**

- The September's Treasurer's Report was emailed by Mary; approval was postponed.

**Committee Reports:**

**Executive Committee – Shane**

- . No Report

**Construction Committee: Roger**

- A few more modifications were made to the latch on the west gate for the padlock
- More plastic hose wheels have broken and need to be replaced. An offer from Pete Mckeller to use recycled car wheel hubs instead will be explored.

**Events Committee - Mary**

- **No Report**

**Garden Administration Committee – Pam**

- No Report

**Garden Operations Committee – Floyd**

- Reminder to be sent out to the gardeners for Garden cleanup, including a question from Crossroads about unharvested produce.
- The solar battery needs to be taken out for storage over the winter, probably before the temperature drop later this week. A surge protector/extension cord was added onto the charger for cord access through the locked box.
- Some critters have been coming back again, there are more piles of dirt around the garden plots. There was a lull in complaints in August.

**Grants and Gifts Committee – Shane**

Nothing to report.

**Publicity Committee –**

Alex Ho Video wasn't published yet.

The Garden and Estes Farmers Market were featured in the "Estes in Bloom" video.

**Volunteer Committee – Barbara**

- No activities to report. Harder this year to get folks to volunteer. Scheduling conflicts on the critter crew.
- Pollinator Garden: We might be able to get a hose extension for the Pollinator Garden next year, reducing the workload on these volunteers. One volunteer to help Shane for 2020, plus some weeding and plant replacement.
- Crossroads: The current head of Crossroads thinks they may not have gotten enough harvest to make it worthwhile, however Lois is eager to continue.

**Old Business:**

- Cleanup date: We are still working with October 19<sup>th</sup> with Oct 26<sup>th</sup> as backup

**New Business:**

- None

**The meeting was adjourned at 1626 PM.**

The **Strategic Plans Meeting**, followed by the **regular Board Meeting, will be on November 13, 2019.**

These meetings will be held in the conference room at the US Bank building, Estes Park, from 3:00 pm to 6:00 pm.

Respectfully submitted,  
Jan Pauley, Secretary

**Estes Valley Community Garden Board Meeting Minutes  
November 13, 2019**

**The meeting was called to order** by the President, Shane Bristow, at 3:06 pm in the small conference room of the US Bank, in Estes Park.

**Those in attendance** were Shane Bristow, Cay Lacey, Roger Levy, Jan Pauley, and Barbara MacAlpine, Herb Loveall, Mary Sampson, Doyle Baker, Floyd Wright. Absent Cay Lacey and Pam Seaver. Guests: None

**Announcements:**

- The Sierra Club will be having a meeting on Dec 9<sup>th</sup> at 7 PM at the Estes Park Library, “What’s Happening with Food Waste”. This will cover the new composting program at EPHS, and the Food Waste Initiative. The meeting is open to all.

**Secretary’s Report:**

- Minutes of the October 9, 2019 Board Meeting as emailed were approved unanimously.

**Treasurer’s/Finance Committee Report:**

- The October’s Treasurer’s Report was emailed by Mary was unanimously approved.
- There were charges for the cleanup bags, gate repairs and vinyl sheets
- Water report as e-mailed. The last 2 months were nearly the same. Minimum charges are up slightly from last year

**Committee Reports:**

**Executive Committee – Shane**

- . No Report

**Construction Committee: Roger**

- Pete McKellar will be getting us several recycled car wheel hubs to use as hose bibs. Additional support posts will be needed to support the extra weight
- 

**Events Committee - Mary**

- **No Report**
- 

**Garden Administration Committee – Pam**

- More requests have been made for the higher plot beds
- 

**Garden Operations Committee – Floyd**

- The solar battery has been taken out for storage in the MacAlpines’ shed for the winter.
- All water lines have been blown out and the hoses have been put away.
- The wind-fence material has been taken down and stored in the shed.

**Grants and Gifts Committee – Shane**

- Nothing to report.

**Publicity Committee – Claire**

- The Events Committee will be combining with the Publicity Committee. A new committee description will be drafted soon.
- The Garden and Estes Farmers Market were featured in the “Estes in Bloom” video. Very nice work.
- Nice articles by Nanette in the local paper.

**Volunteer Committee – Barbara**

- No activities to report.

**Old Business:**

- A new calendar of activities will be coming out soon

**New Business:**

- None

**The meeting was adjourned at 3:26 PM.**

The **Strategic Plans Meeting**, will be meeting today at the regular conference room at the US Bank building, Estes Park, from 4:00 pm to 6:00 pm.

Respectfully submitted,  
Jan Pauley, Secretary  
Estes Valley Community Garden

**Estes Valley Community Garden Board Meeting Minutes**  
**December 11, 2019**

**The meeting was called to order** by the President, Shane Bristow, at 4:00 pm in the conference room of the US Bank, in Estes Park.

**Those in attendance** were Shane Bristow, Cay Lacey, Roger Levy, Jan Pauley, and Barbara MacAlpine, Mary Sampson, Doyle Baker, Floyd Wright, and Pam Seaver. Absent: Herb Lovell

**Announcements:**

- Combine the January & Feb meetings to January 22, 2020

**Secretary's Report:**

- There were some corrections to the Minutes of the November 9, 2019 Board Meeting. A corrected version will be submitted for the next Board Meeting.
- A draft of the Minutes of the Strategic Planning Session was submitted by e-mail. Input and additional points were brought up, and will be added, to be approved at the next meeting

**Treasurer's/Finance Committee Report:**

- The October's Treasurer's Report, as emailed by Mary, was approved unanimously
- There was one bill for water maintenance from the Town of Estes Park
- We will need a budget by Jan 22<sup>nd</sup> meeting, including the new construction projects
- Mary is working with non-profit alliance groups for a Liability Insurance policy. Mary got some input from her former gardening group in Omaha.
- An additional bill from Linda Buehring will be paid before the end of the year.
- Mary requested individual committees send her their budgets by the first of the year.

**Committee Reports:**

**Executive Committee – Shane**

- The Gardener Survey will be sent out after the major holidays. The previous years' version is on the website. Please send comments to Shane.

**Construction Committee: Roger**

- New plot materials: Corrugated sheet steel/galvanized metal for the plots. The best found so far was 18 ga, which was agreed is not heavy enough. Aesthetically these may not be as nice, but they would last decades.
- Also looking into small stock-tanks, which have a bottom. These would keep out rodents, but would need to be drilled for drainage. These are smaller/narrower, but do give the height. Some are 10 ft long by 3ft wide.
- A suggestion was made to add this idea to the gardener survey.
- We are still planning to upgrade several wood-plots to raised beds next year.
- The high wood beds were about \$300 each, the low-plots were about \$50-70 each
- If you find anything else out there, please send your information and costs to the board

**Garden Administration Committee – Pam**

- There are more plots available so far, probably because the critters did them in. Currently, 24 plots are still open at this time. People are moving, or may be burned out (3-4 years). We do have 7 applicants on the waiting list already; 2 will need high plots, and 2 will need sponsors. One high plot is open so far.
- Some people are still complaining about the critters in the garden plots.
- Pam will send out requests for the plot fees soon.

- A suggestion was made for the excess plots, and possibly current gardeners charging less for a second plot, say \$40. A year ago, this worked out well.

**Garden Operations Committee – Floyd**

- The drip extensions will cost about \$100
- The wind-fence material has been taken down and stored in the shed.
- Critter help – Met with Drew, of “Critter-Control”, a branch of Orkin, who had a fairly comprehensive plan. However, the initial estimate was \$1,200 initially, and 700/month for continual control.
- Some animals have a 5-week turnover, so these have to be treated more frequently.
- A second quote from Enviro-Pest was for \$300 per treatment, but not as comprehensive plan. Their primary control was the use of poison bait. Enviro-Pest had an \$89 charge for “consultation”. They are local operators.
- Floyd has been using some traps lately, with some good results.
- Compost: Hagermans in Ft Collins supply 7-yd or 20 yards at \$30/yard, with a cost of \$95/hour to deliver (about 3 hours). This comes to about \$750 for delivery of 20 yards.
- Possibly, we could get some compost from the EPHS composting project.

**Grants and Gifts Committee – Shane**

- Nothing to report.

**Events & Publicity Committee – Claire / Mary**

- The Events Committee has been combined with the Publicity Committee.
- On 12/9/19, Mary met with Jan, Claire and Nannette.
- So far, we have plans for 3 education events, plus the seed & plant cutting exchange in March
- Newspaper articles will be written on square foot & companion gardening.
- Additional ideas for outreach to unrepresented groups include flyers for the Hispanic community in Spanish to be posted at local stores and EPHS
- Nannette will contact the EP Health Living center and Good Sam’s for activities/tours and possibly offering the veg-trug plot to the senior center.
- A proposal was made for a “closet foodie” to do a demonstration class on using herbs from a garden.

**Volunteer Committee – Barbara**

- Signed up on the Non-Profit Resource Center Website to advertise for volunteer help, possibly for building larger/higher plots or other big projects.

**Old Business:**

- The shed is locked, but the entire garden remains unlocked. We should lock the gate soon.
- Doyle’s research on a tuff-shed for garden waste storage was liked by the Board. Ideas were proposed to either put the bags in the shed, get the tuff-shed (about \$300), or build something similar onto the back of the shed. Add this to the budget.

**New Business:**

- None

**The meeting was adjourned at 5:15 PM.**

Respectfully submitted,  
Jan Pauley, Secretary  
Estes Valley Community Garden