



APRIL 2024 BOARD MEETING AGENDA

Date: 10 April 2024

Time: 5:00 to 6:35

Place: Library and Zoom

Attendees: Ren Gobris, Deb Bruce, Jessica Beychok-Boyer, Leslie Alexander, Clara Logue

Absent: None

Special Guests: None

Meeting Purpose: Regularly Scheduled Monthly Board Meeting.

Announcements:

- Ren Gobris will be away between April 11th and April 23rd. Always available by text.
- March 1 begins our new fiscal year.
- **Friday, April 12th @ 5:30 Meeting at Falcon Ridge with Jessica Moffett**, Housing Operations Manager, jmoffett@estes.org, 970-591-2534

1. Review and Approval of the following:

- March 2024 Board Meeting Minutes
- March Statement of Activities Report
- March Statement of Cashflows Report

2. Vote On Approving Neil Alexander as Treasurer and to the Board of Directors

3. Vote on the purchase of QuickBooks.

- **Other Finance Updates**
 - We've had two successful finance committee meetings. These meetings showed a need to:
 - Find all past tax filings.
 - Update bylaws.
 - Give Neil Alexander and Jim Redman access to Google Drive. (Done)

4. Update on VTS and Estes Valley Sunrise Rotary Grants

- VTS: Applied for \$5,404.32
 - Two Phases: Phase I to build 8-raised beds as part of the Gardening Opportunities for Seniors Program (\$2,740.63) and Phase II, to build 16 frames 15 inches off the ground (\$2,663.70)
- Sunrise Rotary: Applied for \$3,000.
 - Two projects: \$800 for 10 sponsored plots; and \$2,200 for the construction of 8-raised beds at Falcon Ridge Apartments.

5. Revenue Update:

6. Other items:

- Rotary Matching Grants
- Gate Repair
- Orientation Day
- Terminix
- Blowback Assembly Test

7. Review of highlighted priorities:

This Month's (Between March 14th and April 10th) Priorities:

Item	Responsible Person	Action	Due Date	Status
1	Ren	Follow Up with Terminix on their quotation to rid the garden of voles using CO2.	ASAP	
		Fix the East Garden Gate when we get a break in the weather.	ASAP	
2	Leslie	Email gardeners reminding them to please respond if they plan to garden with us this year so that we can move to the waitlist and begin searching for new gardeners to fill vacancies.	ASAP	
3	Leslie	Send an email to those gardeners who will not return this year to ask why they will not and to remind them that financial aid is available.	ASAP	
4	Leslie	Send an email to remind people that there is still time to respond to our 2024 garden survey and that the deadline for plot contracts is March 31.	ASAP	
5	Leslie	Send an email to ask those who replied favorably to the survey for wanting to volunteer for tasks needed to be done at the garden, and/or to join our finance committee to get into touch with us so they can be placed on our 2024 volunteer lists.	ASAP	
6	Leslie	Move the 2024 Garden Survey results to Drive for easier retrieval and viewing.	ASAP	
7	Ren/Deb	Prepare and submit the 2024 VTS Grant Application	March 31	
8	Ren/Deb	Prepare and submit the 2024 Sunrise Rotary Grant Application	March 31	

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9	Ren	Conduct the first Finance Committee Meeting	ASAP	
10	Ren/Leslie	Contact last year's Sponsors to see if they would consider a sponsorship this year	ASAP	
11	Ren	Completion of Form 990-N (e-postcard) to fulfill IRS tax filing needs	April 15 th	
12	Ren	Continue to investigate the cost of QuickBooks and if, because the Board used it in the past, whether we can renew a past subscription or must start from scratch.	ASAP	
13	Ren	Investigate creating a PayPal account to allow online donations.	ASAP	
14	Jessica	Follow up with EVRPD's Kim Slininger to discuss their new interns and EVCG's role.	ASAP	
15	Jessica	Work out a preliminary agenda for new gardener orientation.	ASAP	
16	Deb/Jessica	Follow up with a written summary of the March 13 th Newcomers Meeting	ASAP	
17	Ren	Prepare the Job Responsibilities of the Garden Operations Committee	ASAP	
18	All	Continue to prepare a design for the sun shelter for future grant purposes	ASAP	