

Estes Valley Community Garden Board Meeting Minutes(revised 5/29/23)

Wednesday, May 10, 2023

Via ZOOM

--Board members in attendance: Claire Hanson, Doyle Baker, Mary Sampson, Kim Muench, Deb Bruce, Leslie Alexander(arrived later)

Guest prospective board members attending: Ren Gobris & Jim Bruce

--Meeting called to order by Claire Hanson, President at 4:04 PM MST

--**Announcements:** no new announcements

--**Secretary Report:** April Minutes Approved as submitted via email by Mary Sampson

--**Treasurer's Report(Mary):** See as addendum

April Treasurer's Report Approved as prepared without dissent.

2023 YTD Budget Report reviewed. Need to raise \$600 still for 10 of the 17 awarded sponsored plots. Doyle observed that we have fewer gardeners paid for plots this year compared to last year. ?Is this due to increase in plot rental fee to \$60 from \$50? ACTION ITEM?

Village Thrift Shop Grant budget now appears at bottom and will be recorded separately—for restricted grant funds. This is consistent with advice at Wells Fargo presentation attended by Mary recently. Report was approved.

--**Committees:**

Garden Administration (Leslie emailed report prior to today's meeting)

Garden Operations (Doyle emailed report prior to meeting) See as addendum

Challenges getting parts for irrigation and getting vendors to deliver of requested materials.

Dripworks used previously has phased out their 5/8' couplers. Able to get all 91 plots up and running but no spares for repairs.

Three Main Points for Discussion:

Common Area Plots—recommends delegating away from board to a committed gardeners work group, approach gardeners who have shown interest previously, approach informally at start up?

Green Waste—for common area waste only, install comb lock to be shared with the core group ACTION ITEM:

Doyle, sign updating all garden regarding limited use of green waste box and need to haul personal waste home ACTION ITEM: Claire

Start-up Day—sign-up sheets on Saturday for ops teams in addition to email for those gardeners not attending start-up; possible second work day mid-season. Leslie will monitor this table on Saturday

Mary bringing donuts, coffee, water

Tall Plot Construction Planning—Eagle Rock School volunteers? ACTION ITEM: Kim contact Eagle Rock Tanya Martin from Sr Ctr has expressed interest in helping

Pros and cons to having lumber pre-cut to length, biggest issue is holding area for large amount of materials needed.

Need to ID folks whose plots will be converted and request they let us know when they are finished gardening to expedite tall plot construction

--**Diversity Working Group** (report emailed prior to meeting, see as addendum) Kim

Reviewed group goals for benefit of new and prospective board members=Cultural Inclusivity, Outreach and Community Partnering, Encouraging Diversity(Human and More-Than-Human)

Elementary School Garden Club—will be at their 3 sponsored plots Tuesday's after school, have planted some starts already

Seniors Tall Plots—Fall 2023 installation of 19 thanks to \$7,636 grant awarded to EVCG since last meeting!

EP Public Library May 3 Meeting (see meeting minutes as addendum--ACTION ITEM: Claire)

Plan to collaborate on plant and seed exchange Saturday January 27 time TBD at Hondius Room and Makerspace at library. Planning via email and meetings closer to the date.

Mary, Deb & Kim—Lead?

--**Grants and Gifts** (Doyle)

Current opportunity facilitated by EVNRC:

Doyle feels proposing contractor built garden pavilion could be most viable at this time

ACTION ITEM: Kim & Doyle agreed to work on questions/application tonight and tomorrow(deadline is tomorrow) and send out to all board members prior to submitting

Claire clarified that unlimited plot sponsorships has always been customary, not policy

Doyle thinks establishing a "target" amount for next year is a good idea.

Fundraising Working Group to be determined—suggested to defer launch until July

Board members consider reaching out to friends/neighbors/colleagues to solicit sponsorships.

Interest in acknowledging our sponsors and donors by year on EVCG website ACTION ITEM: Claire & Mary

--**Events** (Mary)

"Growing Tomatoes at High Elevation" ZOOM was well attended

Start-up Day—donuts popular, water, coffee, cups (Kim will get coffee pot thermos to Mary): Ren will help with wind screen, Kim will bring battery hand drill/star bit

January Seed Exchange, seed tin on table at start-up

--**Publicity** (Claire)

Article in EP News re: Thrift Shop awarding grant to EVCG and plot available English only

May 26 ? Garden Column

--Calendar Review (Claire)

Move Fundraising Working Group to July TBD

Educational Event for July deferred due to Snowy Grass Festival at Ball Fields

Pot Luck at Garden August 5; Surplus produce delivery to Crossroads starts in August

--Old Business

Depreciation Schedule & Bylaws deferred to June

Board Recruitment (Jim & Ren in attendance today)

EP Nonprofit Resource Center/EPNRC First Quarterly Sector Meetings attended by Kim & Deb in March
EVCG Decided to identify with Conservation, Environment and Recreation Sector (Deb) vs Community & Education Sector (Kim)

Kim said partnering advantages include: their monthly newsletter, funding opportunities, lending library, Fundraising 101, etc., undoing silos for shared collective community impact

Deb will attend C & E sector meetings—July 11, 2-3 pm next one

Update Emergency Contact Sheet for shed: Ren, Deb(home phone), Doyle volunteered; “telephone or text”

ACTION ITEM: Claire

Kim requested we share Board cell numbers via email. All agreed. ACTION ITEM: Leslie

--No New Business

--Regular Board Meeting Adjourned—thank you Ren & Jim for attending as guests

--Re-Convened for Executive Session and Election of New Board Members (Claire called to order)

Current term of office for directors is 2 years, officers 1 year.

Ren Gobris was nominated to fill Hattie Ryan’s unfinished term, and Jim Bruce nominated to fill Mary Campbell’s unfinished term. Each was elected unanimously to serve through July 2024. Jim Bruce was elected Treasurer

Elect to facilitate the handover from Mary Sampson whose term ends in July 2023.

--Adjournment of Executive Session 5:26 PM

Submitted by: Kim Muench

May, 2023 Treasurer Report					
Date	Processed Transaction	Check #	Memo	Amount	Balance
04/12/23			Bank Balance		9,894.51
04/13/23	Deposit		Plot Payments & \$15 Donation	315.00	10,209.51
04/13/23	Deposit		Plot Payments	120.00	10,329.51
04/17/23	Deposit		Plot Payments & \$60 Sponsorship	430.00	10,759.51
04/20/23	Deposit		Plot Payments	60.00	10,819.51
04/20/23	Debit		Zoom	(17.38)	10,802.13
04/21/23	Deposit		Village Thrift Grant	7,636.00	18,438.13
04/21/23	Debit		US Liability Insurance	(1,273.00)	17,165.13
05/02/23	Debit		Park Supply - Plot Preparation	(23.38)	17,141.75
05/02/23	Debit		Ace Hardware - Irrigation Connector	(4.64)	17,137.11
05/08/23	Debit		Park Supply - Plot Preparation	(12.99)	17,124.12
05/08/23	Debit		Town of Estes Park - Utilities	(44.93)	17,079.19
05/09/23	Debit		High Plains Excavation - Plot Preparation	(24.76)	17,054.43
05/06/23	Deposit		Plot Payments	60.00	17,114.43
05/10/23			Total Bank Balance		17,114.43
	Outstanding Transactions				
	Check	1000	Stacie Drake - Plot Refund		(60.00)
	Reserve Fund				
			Insurance Deductibles	(3,000.00)	
			Fund for Unexpected Expenses	(2,000.00)	
			Total Reserve Fund		(5,000.00)
	Grant Restricted Funds		Village Thrift Grant		(7,636.00)
	Unobligated Funds				4,418.43

03/01/2023-02/28/242024 EVCG Budget YTD 5-10-23

		Planned	Year to Date	Balance	March	April	May
Retained Earnings		1698.37	1698.37				
Revenue							
	Plot rental fees	4,440.00	3,900.00	540.00	1,200.00	1,910.00	790.00
	Sponsored Plot Donations	1,020.00	420.00	600.00	240.00	60.00	120.00
	Other Donations	40.00	40.00	0.00	25.00		15.00
	Grants	0.00	0.00	0.00			
	Total Revenue	5,500.00	4,360.00	1,140.00	1465.00	1970.00	925.00
Total Funds		7,198.37	6,058.37				
<i>Percentage Planned Revenue</i>				84.2%			
Operating Expenditures							
Common Expenses	State Gov't Registration Renewal	20.00	10.00	10.00	10.00		
	Insurance	1,273.00	1,273.00	0.00			1273.00
	PO Box Rental	175.00	-	175.00			
	Website & Email Expense	275.00	-	275.00			
	Zoom Expense	200.00	51.05	148.95	16.29	17.38	17.38
	EVRPD Rent	1.00	-	1.00			
	Banking Expense	105.33	105.33	0.00	105.33		
	Total Common Expenses	2,049.33	1,439.38	609.95	131.62	17.38	1290.38
Garden Operations	Drip System	50.00	4.38	45.62			4.38
	Water Expense	1400.00	134.79	1265.21	44.93	44.93	44.93
	Mowing & Trimming	100.00	-	100.00			
	Pest Control	635.00	-	635.00			
	Green Waste Service	100.00	-	100.00			
	Plot Preparation	1200.00	61.13	1138.87			61.13
	Miscellaneous	300.00	-	300.00			
	Total Garden Operation Expenses	3,785.00	200.30	3584.70	44.93	44.93	110.44
Publicity & Events	Publicity	50.00	-	50.00			
	Treats for Opening & Cleanup	50.00		50.00			
	Food & Drink for Potluck	100.00	-	100.00			
	Total Events & Publicity Expense	200.00	0.00	200.00	0.00	0.00	0.00
Sub-Total Operating		6,034.33	1,639.68	4394.65	176.55	62.31	1400.82
Infrastructure Project Expenditures							
Garden Infrastructure	5 Low Plot Replacements	550.00	-	550.00			
Sub-Total Infrastructure Projects		550.00	0.00	550.00	0.00	0.00	0.00
Total Expenditures		6,584.33	1,639.68	4944.65	176.55	62.31	1400.82
Percentage Planned Expenditures		91%	27%				
		Planned	Actual				
Difference Between Income and Expenditures		614.04	4418.69				

Financial Ratios

Current ratio (revenue + retained earnings/expenditures)	109%	369%
Average cost per plot using Common & Operational Expenses only	66.31	18.02

Pest Control

Calculations

Pest Control	two early treatments @175	350
	Battery pressure washer	200
	polymorphic sand concentrate	55
	yard sand	30
		635

Plot replacement	2"x8"x10 ft	2	13.43	26.86
Calculations	8 ft	0.5	10.24	5.12
	4x4x8 ft	0.67	10.98	7.3566
	blocks	14	2.73	38.22
	gravel	0.25	40	10
	fill (top) soil	0.4	30	12
	bolts			2
		each		101.5566
		w/tax		109.681128

2023 Village Thrift Shop Grant				
4/21/2023	Grant Payment Deposit			7,636.00
	19 Tall Plot Construction Expenses			
	Deconstructing low frame plots			
	Cinder Block Base			
	Gravel Base			
	Corner Posts			
	Wood construction			
	Fill Dirt			
	Top Soil			
	Total Expenses		0	
	Grant Balance			7,636.00

chanson839@gmail.com

From: Estes Valley Community Garden <evcg@evcg.org>
Sent: Thursday, May 11, 2023 10:19 AM
To: undisclosed-recipients:
Subject: Administration report revised

Hello,

There are 17 sponsored plots. 2 are for Crossroads. 3 are for EPES garden club. 4 are for new gardeners. The remaining 8 are for returning gardeners.

Some of the 15 gardeners who are not returning this year gave the following reasons:
3 have moved. 1 is too busy. 11 gave no reason and 2 of those said they really enjoyed it.

If any more info is needed just let me know.

Leslie

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Estes Valley Community Garden, Inc.

PO Box 4158, Estes Park CO 80517

We are a 501(c)3 non-profit organization

Watch us grow at www.evcg.org

Email us at evcg@evcg.org

Operations Report – May 2023

Progress Updates

Pest Control

1. Working with Enviropest has continued to be a struggle. The first scheduled treatment (4/4) was cancelled. I made several email and phone contacts to urge the importance of moving ahead. The rescheduled “first treatment” was made on 4/17 but no rodenticide was applied, only surface traps put out for the voles. This led to another series of calls and emails objecting to the lack of treatment. A follow-up treatment was finally done on 5/3 that included baiting of ten (only ten) squirrel burrows. This of course led to yet more interactions; this time a manager finally called to discuss. A customer service specialist also called to say we would not be charged for the treatments that were not made in April (or the charges would be removed if already processed).
2. The May treatment is scheduled for today. I will continue to follow up. The problem is the high rainfall probabilities just about everyday this time of year and the unfortunate Enviropest policy of scheduling 10-14 days in advance. Will buy a ton of sand from High Plains and transport to the garden by Saturday – so we can start tunnel filling.
3. Will buy sunflower seeds and peanut butter so we can start live trapping (as soon as we find trappers).

Plot Preparation

1. Inspected all frames for needed repairs and replacement of numbers.
 - a. Added one or both numbers to 14 frames. 35 still needs a 5 but no 5s available locally. Will still try to get before Saturday.
 - b. The following frames need to be repaired: 62 – replace warped end board; 11, 41 and 50 – brace board to reinforce where side board has cracked; 4, 36, 45 – corner posts needed where bracket has failed. I am working on getting the needed materials to the garden before Saturday. Other frames are starting to come apart but should last this season.
2. Contacted Soil Rejuvenation on 4/26 to order dairy compost and hardwood humus. Brian (owner) confirmed on 4/27. Sent reminders on 5/1 and 5/8, and left several messages. Still, no delivery. However, called again this morning and Brian still expects to have the soils delivered before Saturday. Order is for six tons each, which could well be a bit more than we need since frames are quite full. Savings for smaller amounts would have been negligible since transport is a major cost.
3. Purchase a ton of screened top soil at High Plains Excavation (company that bought Kitchen, including the Pit). Transported to the Garden and unloaded (with Ren’s help) near the east gate. The plots needing more fill dirt include: 14, 27, 5, 58, 62, 77 and 91. Gardeners assigned these plots were asked to opt out before Saturday if they do not want more fill dirt.
4. Pumped tires of wheelbarrows. One immediately went flat again. Will try to repair before Saturday.

Water and Irrigation

1. On 4/13, contacted John Feney (EVRPD) to arrange backflow test, so water could be turned on. Sent two follow up messages but then checked on Tuesday since there seemed to be some confusion as to whether the backflow test had been done. The entire meter and backflow assembly had not even been put back in place. Fortunately, was able to find and talk to person who had removed last fall. He said he would get installed by Thursday. Feney later wrote to confirm that EVRPD will install and Jim Bird (their contractor) would do the backflow test by Thursday.
2. Gardener in plot 12 punctured an irrigation riser pipe. I was able to repair but this was very difficult since the pipes and connectors have hardened and are very difficult to loosen and tighten.

3. I added the irrigation lines for plot 91 but could not finish since we are out of end caps and nothing appropriate is sold in Estes Park or through Home Depot. More generally, the supply of couplers, end caps, Ts and even drip line are now finished (or nearly so). I have looked for replacements of the same type used up until now but have found only one supplier, who has not replied to my email query. One problem we are having is that our feed lines are 5/8" but the only couplers I have found are either 1/2" or 3/4". I need to contact Floyd to ask where he got his supplies. When I do, I will order enough to get us through the season.

Issues for Board Follow-Up

1. Common Area Plots. The common area plots (including pollinator plots) need attention. All need topping up with compost and humus. Some still need plants cut back, while there are large open spaces in some – particularly where the apple trees were removed. A chokeberry shrub is starting to take over the plot east of the children's area and should be partially or completely removed. I strongly recommend that we set up an Operations sub-team this year for managing the common area plots (separate from the Appearance Team and separate from the Diversity Working Group). Nancy Gobris is interested in helping with this, and there are others who have been interested and involved for years. We merely need to empower them (and authorize some funds for plants).
2. Green Waste. Replacing the front was removed from the list of tasks for the spring work day, so I will have to get around to this when I can. We need to box, at least for this year, so members of the Appearance Team and the Common Plots Team have a place to put garden green waste. Also, I would like to keep open the option of reactivating the service next year.
3. Start-up Day. I believe we have agreed to split across the next two Saturdays. We should have a table for signing-in and getting assignments. I would like to recommend a second table for gardeners to sign up for the various Operations sub-teams. We should clarify among ourselves who will be handling various roles.

Diversity Working Group Report for May 10 2023 EVCG Board Meeting
Submitted by Kim Muench

Goals Review (for the benefit of new & prospective board members)
Cultural Inclusivity; Outreach and Community Partnering; Encouraging Diversity
Achieved By:
Inclusive Language, Physical Access, and Generational Opportunities (Seniors & Children)

Since Last Board Meeting:

--Erinn Wharton ES Garden Club notified by email that there would be no changes to their 3 plots this season

--Village Thrift Store granted \$7,636 for conversion of 19 tall frame plots for Seniors

--EP Public Library Meeting May 3 (minutes will be attached to today's minutes)
(Claire, Mary, Deb, Kim and Barbara Jo Limmiatis, Program and Outreach Services Supervisor and Seph Reed, Tech Arts Librarian (Makerspace & Events) attended.
Will collaborate on a plant and seed exchange Saturday January 27 12-2 or 1-3?? At Hondius Room and Makerspace upstairs
Planning to be continued via email exchanges and meeting closer to the date

--EPNRC (Estes Park Non-Profit Resource Center) was March 9 for Community & Education Quarterly Sector Meeting, Kim represented EVCG
Gist of this first meeting: nourishing the non-profit ecosystem in Estes; short & long-term outcomes of EPNRC facilitated meetings—problem solving, save time, synergies across sectors and undoing silos for shared collective community impact.
Monthly Newsletter (job postings—EVCG board members in May newsletter), lending library and funding ops(like the current short notice opportunity).
Next C & E sector meeting Thursday June 15 2-3pm at their office, registration requested (Kim can attend if board feels beneficial) or should we attend Conservation, Environment and Recreation sector meetings instead?

Claire Hanson

From: Kimberly Muench <kimmuench12963@gmail.com>
Sent: Wednesday, April 20, 2022 1:44 PM
To: Claire Hanson; Doyle Baker; Mark Weston; Mary Sampson; Leslie Alexander; Hattie Ryan
Cc: Kim
Subject: Diversity: Meeting with Erinn Wharton/EPES Garden Club this morning

Kim met today with Erinn Wharton, 3rd grade teacher and lead for Estes Park Elementary School Garden Club and Integrated Curriculum

Background: Kim was asked if she would be the point person/lead for Diversity Working Group to include outreach with existing partners in the community—which includes EPES Garden Club that has 3 plots donated by EVCG ongoing for several years now

Purpose: Introductions; Kim asked How EVCG could be more inviting and accessible for young people?

Erinn described overview of the growing/gardening curriculum during school year Mid August thru End of May and the After School Garden Club (held at EVCG, 8-11 year olds, capped at #15 participants, usually fewer come, Wednesday's for 1 hour only, so "this time is precious".) They have a pollinator garden and keep bees and trout at the classroom. The children grow lettuces, peas and cherry tomatoes from seed and then do indoor classroom hydroponics. They also are starting seeds now for their 3 plots at the Community Garden. All harvests are shared with ES cafeteria salad bar. Boys and Girls Club of Larimer County tend their plots over the Summer months and Kim will be added to communications as liaison. Erinn mentioned that expectations for behavior and use of the garden are communicated to the B&GC volunteers (but they tend to be new adult leads every year). Aside from tending the beds, B&G Club plans quiet activities while at the garden—journaling, photography, QR codes for researching plants, etc.

This hinted at a discussion on a general tone that may exist at the garden—in part by an older gardener in particular (her name starts with a B), that has felt unwelcoming for young people in the past. Also the tone of past orientations—where guidelines were given on keeping children in check, etc. She mentioned even that several teachers with young children who have EVCG plots don't bring them because they feel they aren't welcome. Erin attends orientation every year and was happy to hear about the Diversity Working Group and mentioned that perhaps future orientation's introduction could be delivered by this group, emphasizing that the garden is a space that is welcoming to all. Also a "Welcome" sign in English & Spanish, out front and or near both gates, on the shed, etc. came up (**ActionItem**)

Re: Upcoming Children's Area Renewal, Erinn said, just fyi, that some of the garden club kids do seem to enjoy the use of the simulated kid planting area that existed in the past. Perhaps the trug could be used? The kid picnic table and red benches are helpful. For a Family Movie night at the garden or other family oriented outreach event, the school can include in their newsletter, etc.

She felt that the Garden Club could contribute to painting signs/rocks for the Children's Area, ie. "Bees Love Me" for pollinator garden, handprints for bottom of the tool shed, or?—particularly during the off-season.

Erinn offered her library of kid photos if ever we had the need for website, orientation, etc. She also always has a Spanish translator for activities that may involve Garden Club.

That's the essence of it--We covered a lot in a half hour and I think we're really privileged to have this partnership with such an inspired and energetic teacher of future gardeners!

Kim Muench
EVCG Board Member
Diversity Working Group

kimmuench12963@gmail.com

303-883-5209



2023 EVCG CALENDAR - Last update 2023-05-03

[Dates in *italics* are **approximate or need consensus**]

Completed (x)

JANUARY		
1/4/2023	2022 Survey link to gardeners [2021 sent 1/2023]	x
1/11/2023	BOARD MEETING	x
1/11/2023	Review Corporate Policies not reviewed since 2021: Conflict of Interest, Expense Reimbursement	x
1/15/2023	Board members' 2022 Conflict of Interest Statements signed and submitted; upload to Google Drive	x
1/26/2023	Annual Report emailed to donors, Town Trustees, former EVCG Board, and gardeners; posted on website soon after	x
1/28/2023	Board recruitment – send email to [selected] gardeners	x
FEBRUARY		
2/8/2023	BOARD MEETING	x
2/10/2023	Email gardeners re: Fee increase/operating changes, request for 2023 plans	x
2/23/2023	Reminder email to gardeners re: 2023 plans	x
2/28/2023	EVCG Fiscal Year 2022-23 ends	x
MARCH		
3/1/2023	EVCG Fiscal Year 2023-24 begins	x
3/8/2023	BOARD MEETING	x
<i>Mid-March</i>	<i>Treasurer review and renew insurance policy</i>	
3/14/2023	Reminder email to gardeners re: 2023 plans and payment deadline of 3/28/2023	x
3/15/2023	EVCG 2023-24 budget approved at special meeting	x
3/28/2023	2023 Plot rental contracts and payments due from returning gardeners	x
APRIL		
4/1/2023	Plots open to waiting list	x
4/1/2023	Email to gardeners re: April 13 educational program	x
4/11/2023	Reminder email to gardeners re: April 13 educational program	x
4/12/2023	BOARD MEETING	x
4/13/2023	Educational program 1-2 pm via zoom - Tomatoes	x
4/16/2023 & 4/20/2023	Gardener Orientation	x
MAY		
5/10/2023	BOARD MEETING	
5/13/2023	Spring Start-Up Day 10 - 3	
5/15/2023	Form 990 N or EZ due; upload copy to Google Drive	
5/15/2023	Renewal of CO Charitable Solicitation registration due; upload copy to Google Drive	

[Dates in *italics* are **approximate or need consensus**]

JUNE		
6/1/2023	Last date for gardeners to begin work in their plot OR notify us of delay OR notify us of intention to relinquish plot	
6/4/2023	Gardening Tips @ Garden – Experienced & Novice Gardeners 1:00	
6/4/2023	Operations Team organizational meeting @ Garden 2:00	
<i>June</i>	<i>Fund Raising Working Group organizational meeting</i>	
6/14/2023	BOARD MEETING	
JULY		
7/12/2023	Send notice of Use Permit renewal to EVPRD	
7/12/2023	ANNUAL MEETING - ELECTION OF OFFICERS AND DIRECTORS	
7/12/2023	BOARD MEETING	
7/13 – 7/16/2023	Lock gates for SnowyGrass Festival	
<i>Mid-July</i>	<i>Educational program?</i>	
August		
8/5/2023	Garden “Potluck” (cocktail/mocktail party?) 5 pm	
8/9/2023	BOARD MEETING	
<i>Early August</i>	<i>Crossroads produce deliveries begin – weekly through September</i>	
8/20/2023	Deadline to execute EVPRD Use Permit renewal and pay \$1.00; upload copy to Google Drive	
SEPTEMBER		
<i>9/1/2023</i>	<i>Crossroads produce deliveries – weekly through September</i>	
9/7 - 9/10/2023	Scotfest – Garden locked Thursday 9/6 pm – Sunday 9/10 pm	
9/13/2023	BOARD MEETING	
9/15/2023	CO Secretary of State Periodic Report due; upload copy to Google Drive	
OCTOBER		
10/3/2023	1:00 pm EVCG Board 10-minute presentation to PEO chapter @ Presbyterian Church – contact is Karen Daugherty 312-810-3671	
<i>Early October</i>	<i>EVICS Community Resource Fair (was 10/4/2022)</i>	
10/11/2023	BOARD MEETING	
<i>10/21/2023?</i>	<i>Fall Clean-up Day</i>	
<i>Late October?</i>	STRATEGIC PLANNING MEETING	
11/8/2023	BOARD MEETING	
DECEMBER		
12/8/2023	<i>Garden Admin Committee: Garden Policies reviewed, updated and approved by full Board</i>	
12/13/2023	BOARD MEETING	
12/31/2023	Board members’ 2023 Conflict of Interest Statements signed and submitted; upload to Google Drive	