

**Project Grow Board Meeting
April 16, 2009
6:30, Leslie Science Center**

“Project Grow provides the space, education, and inspiration to make organic gardening accessible to all.”

Attending: Devon Akmon (President), Melissa Kesterson (Executive Director), Joan Bulmer (Treasurer), Catherine Riseng (acting Secretary), Damaris Sufalko, Kirk Jones, Terre Fisher, Leigh Ann Knope (staff)

Board called to order at 6:35 p.m.

Minutes

Consent Agenda:

- March minutes approved
- ED report reviewed and approved

Organizational Business:

- Joan asked for details regarding the Supportive Gardening grant Project Grow obtained as a partner with Avalon Housing. Avalon is the prime on this grant with PG receiving about \$20,000; 15% for administrative support, \$8,400 for staff support, and the remaining for materials.
- Devon asked about the fundraising from the Seva event which Melissa indicated earned PG about \$1,104.
- Leigh Ann Knope, new staff member, introduced herself. After about a week on the job getting oriented by Sheri, Leigh Ann is jumping in to preparing beds at the Discovery gardens, helping Melissa organized events and volunteers and starting to identify priorities.
- Melissa highlighted two upcoming events: 1) Arbor Brewing will donate \$1 for each special “spruce beer” sold; and, 2) PG will have a booth at the Earth Day celebration on 4/26 and Leigh Anne will be sending out an email asking for volunteers for the booth and other upcoming fund raising events is not currently urgent.

New Business:

- Devon requested that Royer describe his proposed standing agenda. Royer indicated that he had proposed several motions that he would like to propose: 1) the PG Board Meeting agenda will be placed on the web 2 weeks before the meeting; and 2) flushed out details of Board issues will be added to the monthly e-newsletter. There was general agreement that better communication with the membership was a goal of all board members; however, Board members had varying opinions on the details of these motions. The motions were tabled until the next Board meeting to provide time for Board members to review the issue.
- Royer described the intent of his proposed standing agendas an attempt to provide a calendar of planning activities and major PG events to provide structure for Board meetings. Royer provide four documents for review and discussion: A list of Standing Reports, a Planning/Activity Calendar, a list of Documents to be Approved by the Board, and a Calendar of Board Events . Catherine motioned to open discussion on the proposed standing agenda. Joan provided information on the

financial calendar and the Standing Agenda Planning/Activity Calendar was revised to incorporate reviews of the quarterly financial statements and annual budget as they become available. Devon suggested adding 'Event Committee' for each of the events on the calendar to reflect the work of committees to organize events which are then reported to the board. There was some discussion of the list of Documents to be Approved by the Board. By general agreement the sub-headings for each document were deleted and the Strategic Plan will be identified as the 5-Year Strategic Plan. There was some discussion of the suggestions for 'fund accounting' and annual Board approval of financial chart structure. Joan indicated that our accountant does not use a non-profit fund accounting procedure but instead uses profit-type accounting which is then reorganized to reflect the non-profit organizational structure. Joan thought it would be quite costly to institute fund-type accounting. Joan also indicated that changing the chart structure for the financial statement would make it difficult to compare current and past budget and organization performance. Royer suggested retitling the list as Documents to be Reviewed which was supported by Board members. Royer will make the suggested changes to his proposed Standing Agenda and the Board will review and vote on the proposal at the May meeting.

- Melissa updated the board on her understanding of the City's 2010 budget which proposes to cut Project Grow funding. The Board discussed some options which included Devon preparing text for an 'EBlast' to members informing them of the City's intent and suggesting possible actions that members might take to support PG city funding. There was also some discussion of the data that PG should try to assemble to provide supporters with the information needed to advocate for PG including demographics, anecdotal information, budget and grant funding, and general importance of urban gardening in today's economic climate.
- Joan provided the 3/31/09 Financial Statement balance sheet and reviewed the chart structure and summarized current status of assets, income and expenses.
- Kirk indicated that he has had discussions with Molly (City staff) from the Ann Arbor Farmer's Market and that she was open to discussion of the possibility of hosting the PG August tomato tasting at the market. He asked for Board support to continue his discussions which the Board enthusiastically provided.

Board meeting adjourned at ~8:20.

Meeting minutes submitted by Catherine Riseng, acting for Dustin Underwood