



# ST. ANDREW'S COMMUNITY GARDEN

August 2018 - AGM Edition

## ANNUAL GENERAL MEETING - SEPTEMBER 23<sup>RD</sup>

This year's Annual General Meeting will be held on September 23rd at 10:00 a.m. Registrations for 2019 plots will take place prior to the meeting, beginning at 9:15, and again after the meeting has ended. Details regarding registration, including all required registration forms will be sent out to all members shortly.

Our AGM is also the time for Garden Committee elections. Nominations for election (self-nominations are preferred), will be accepted up until five days before the elections (September 18<sup>th</sup>). If there are no nominations for any position at that time, nominations will be accepted from the floor at the AGM.

Our Garden Committee works tirelessly behind the scenes, performing a variety of tasks that help make our garden a better place: Food Bank plot maintenance and delivery of produce; shed & tool maintenance; plot allocations; neglected plot rehabilitation; garden financial record keeping; Town of Ajax & Durham Integrated Gardeners liaison, and countless other tasks. Committee meetings are held the second Wednesday of each month and committee members are also expected to be in attendance at all garden functions & activities.

Positions open for election this year are listed below and on the following page, as well as a brief description of each position's responsibilities. If you would like to volunteer for one of these positions, and are able to commit for a complete term of two years, please contact us before the nomination deadline.

**Communications Coordinator** - This Committee member is responsible for taking notes at all Committee meetings. The Communications Coordinator assists the Chair with meeting agenda preparation. The Communications Coordinator will send all gardener emails to communicate Committee decisions and garden events to all members. This individual will maintain our online presence, and prepare newsletters with input from Committee members, bi-monthly throughout the gardening season. This member keeps record of all volunteer hours throughout the year, so that membership commitments are adhered to. This individual must be prepared to check the garden email on a regular basis throughout the year, so that our members are communicated with as their needs dictate.

**Food Bank Coordinator** - This Committee member is responsible for planning & managing the planting, maintenance, harvesting & harvesting of our two Food Bank plots. The Food Bank Coordinator is charged with developing and maintaining relationships with local organizations in need of produce donations, as well as organizing the distribution of all donated and harvested crops to those designated organizations. They are to plan & manage initiatives to encourage other plot holders to either volunteer with the Food Bank plots, or to donate produce from their own individual plots. They are to plan plot plantings according to local needs. The Food Bank Coordinator is required to maintain a log, including records of plantings, harvest numbers, and donation weights so that information can be used to develop further plans, as well as to facilitate transitions between seasons and new Committee members. All donated and harvested produce is to be weighed (separately), in order to measure success of the Food Bank plots, as well as the donation bins.

**ANNUAL GENERAL MEETING - SEPTEMBER 23<sup>RD</sup> (CONT'D)**

**Maintenance Coordinator** - This Committee member is tasked with the maintenance/repair of the garden sheds, including the interior & exterior of all three buildings. They are to monitor shed usage, ensuring that members respect the shed and its contents. This position coordinates the maintenance of all public use pathways (the ones that members themselves aren't responsible for maintaining), as well as the maintenance of common area flower beds. The Maintenance Coordinator calculates all member volunteer hours, sending notice to those who run risk of not fulfilling their required hours prior to the final Maintenance Day of the season.

**Plot Coordinator** - This Committee member is responsible for ensuring that all members have signed all appropriate contracts, and paid their fees for the year. This member also maintains the Waiting List, and assigns plots to new members. This position is charged with keeping watch over the maintenance of the member plots, and will make contact with plot holders who may be neglecting their plots and/or pathways (this includes making sure that all plots have been attended to by the June 1<sup>st</sup> deadline). This member is also responsible for keeping track of gardener's requests and comments, in order to facilitate good community in the garden.

Once again, if you'd like to nominate yourself for one of the vacant positions, please send an email to [ajaxcomgarden@gmail.com](mailto:ajaxcomgarden@gmail.com) before September 18<sup>th</sup>. If you feel that you can contribute to one of the positions, but don't have the time to fully commit, many of our Committee positions need regular volunteers throughout the season and would gladly accept your assistance!

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**2018 END OF SUMMER POT LUCK**

Our 2018 pot-luck will be held on Thursday August 30th, 6:30 - 8:30. Plates, cutlery & beverages will be provided - please bring a dish to share for all, serving utensils with which to serve it, and a cup or mug to drink from. Reminders will be sent out as we get closer to the date, and watch for a poster at the garden! We'll be looking for a few people who can be there a bit early to help set up, as well as some help tearing down after the event. If you can be of assistance, please let me know as soon as you can!

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**A few gentle reminders:**

- Please don't remove the sprinkler heads from the watering cans. There are already plenty of cans without
- Please check your cars and homes for any of our tools; we seem to be missing quite a few hand tools this year, including some new ones just purchased a few weeks ago
- The Garden Committee is not able to oversee the garden 24 hours a day, 7 days a week. If you see something at the garden that doesn't seem right to you, please let us know immediately! If there are weeds growing out of control somewhere, either let us know or take a few minutes and pick them yourselves. The garden belongs to all of us, and it is the responsibility of each one of us to take care of it.
- **Our next Maintenance Day will take place on Sunday August 19th at 9:00 for all who can make it. There will be another on Saturday September 8<sup>th</sup> at 9:00. These are some of the last opportunities to fulfill your required volunteer hours for the year - those who don't complete their hours will be in violation of their contract and may not have their plots renewed for next year. Notices will be going out at the end of this week to all members who are in danger of losing their plots due to non-compliance of their volunteer duties**