

Steering Committee Meeting (conducted virtually through Zoom)  
April 30, 2020

Attended: Kristina Hooper, Karen Martel, Walter, Bruce Martel, Michelle Hiltz, Laurie Thompson, Harry Nielson, Joel Hersom, Peg Mills, Maarta Laiho, Emma Sanchi, Ray and Claudia Northway, Polly Gosselin, Kristina Hooper

1. Peg called the meeting to order at 6:33
2. It was requested that the April 9th meeting notes be amended to include:

Due to the annual meeting being canceled because of Covid-19, the entire garden membership had the opportunity to vote on the annual budget and for new officers via email. This was then ratified at the April 9 meeting.

There was an error in the treasurer's report where a forwarding balance of \$1600.00 was noted rather than \$1620.00. This should be noted and corrected.

Peg made a motion to approve the minutes of the April 9th meeting with the requested amendments, Bruce seconded the motion. The motion was unanimously approved

3. Pre-Opening Plan

Karen made a motion to accept the developed plan (which had been previously emailed for review) for volunteers to begin working on pre opening tasks, Joel seconded the motion. The motion was unanimously approved.

Ryan Sommer, the Parks and Rec director has previewed and given his okay regarding this plan as well.

Karen and Peg will get the pre opening plan printed and posted in the garden as well as make it available on the garden website.

The garden will be unlocked but it will remain closed for gardening until pre opening tasks have been completed.

If pre opening tasks go well then the garden will tentatively open on May 15th.

Already designated pre opening tasks:

- Nancy Nelson is making the name stakes for the plots
- Harry will make the wash station

First task to be done (still need volunteers):

- Pull up the old landscaping fabric and staples. This does not include the wide center row!
  - If anyone is interested in volunteering for this task then they should contact Peg Mills via phone call or by emailing the Saco Community Garden

#### 4. Season Long Safety Practice Plan

The season long safety practice plan which had been previously emailed for review was discussed.

Joel suggested adding, feeling sick, as another indicator for determining whether a gardener should enter the garden or not, to item #1 on the plan. It was agreed by meeting participants that this made sense and should be included.

Following discussion, it was agreed that washing your own tools upon entering the garden would be removed from item #11 as it was thought that washing your own tools prior to using them seemed like a futile effort.

There was additional discussion around whether it was necessary to wash hands upon entering the garden and prior to beginning to garden. The majority felt that this should stay as it follows guidelines already used agriculturally and in other community gardens.

A wash station will be provided and will include a jug of soap. People will need to air dry their hands.

A suggestion was made to give people a list of appropriate things to bring with them for sanitizing their hands and equipment.

Generally people agreed that there is an expectation that individuals will look out for themselves as well as their fellow gardener by following the garden guidelines at this time

Peg made a motion to accept the season long safety plan. It was unanimously approved.

5. Deferring Volunteer Coordinator for now- Peg will serve as volunteer coordinator for now.
6. Defer assigning Plot #7 for now
7. Set next Zoom meeting- Thursday, May 14th at 6:30

\*Notes written by Michelle Hiltz