

Helena Community Gardens (HCG)  
Meeting Minutes  
February 15, 2024, 5:30 pm via Zoom

Present: Chris Rudmann (Board Chair); Whitney Bausch (Board Vice Chair); Trish Ackart (Treasurer); Amie Butler; Les Clark; Jake Mohrmann; Sheri Steckler (Executive Director)  
Vacant Position: Secretary

1. Approve January Minutes
  - a. MOTION PASSED: Approve January minutes
  
2. Treasurer's Report
  - a. January:
    - i. Deposits: \$303.15
    - ii. Debits: \$2067.76
  - b. Highlights
    - i. Received \$83.75 from Network for Good
    - ii. Received a Waukesha plot fee for \$115
  - c. Developing financial policies for HCG
    - i. Start small this year and focus on procedural things
      1. How to make changes at the bank
      2. How to do a deposit
      3. Outlining treasurer duties, best practices, and responsibilities
  
3. Executive Director's (ED) Report
  - a. Re-scheduled Soup Dinner (2/21) logistics
  - b. Fruit Tree Planting for Arbor Day
    - i. Growing Friends of Helena would like to know whether we will be participating by end of February
  - c. HCG has been awarded \$2,000 from the St. Paul's Methodist Church Endowment
  - d. SRA Design Studios for website hosting services
    - i. Fee doubled from 2022 from \$150/year to \$300/year
    - ii. HCG would like to retain SRA's services until June and work to find a cost effective alternative
  - e. Helena Area Community Foundation (HACF) grant application is due on February 20<sup>th</sup>
    - i. ED will look into this
  - f. Plot Sign Up Status Update
    - i. Covenant: 6 plots sold out of 13
    - ii. 6<sup>th</sup> Ward: 5 plots sold out of 25
    - iii. East Helena: 7 plots sold out of 32
    - iv. Selma Held: 11 plots sold out of 38
    - v. Plymouth: 11 plots sold out of 28
    - vi. Waukesha: 16 plots sold out of 47

- vii. Cooney: 2 plots sold out of 10
    - viii. Cruze: 6 plots sold out of 16
  - g. Social media volunteer has resigned. Board Chair will take over social media duties until we can find a replacement.
  - h. Downtown Helena contacted HCG to suggest a space that may be available for a community garden.
- 4. Update upcoming 2024 Calendar of Events discussed in January
  - a. Garden Manager Training: new date is March 6th, 5:30 to 7:30 PM (@ L&C Library)
  - b. New Gardener Sign Up: Starting March 16<sup>th</sup>
  - c. Seed Swap: March 16th, 2 to 4 PM (L&C Library)
  - d. HCG Bingo: Lewis & Clark Brewing (spring)
  - e. Rummage Sale: new date is April 21st, time & place (6th Ward Garden?)
  - f. Greater Helena Gives: May 1st (?)
  - g. HCG Bingo: Missouri River Brewing (fall)
  - h. Soup Dinner (fall): TBD, will establish a date in late summer
  - i. Harvest Celebration: TBD
  - j. Helena Young Professionals (HYP) Non-Profit Fair: TBD (likely late summer/early fall)
- 5. Board Governance
  - a. Update on needed insurance (as of 2/11 awaiting paperwork to be completed in order to get quotes for HCG)
    - i. Working on filling out paperwork to get a quote
  - b. Board applications
    - i. As of 2/15, we have 7 applications
      - 1. Applications were open until 2/15
    - ii. Proposal:
      - 1. Board Chair will compile information packet for applicants to review; invite them to the Board meeting in March and spend time that meeting making introductions, talking about the organization, the gardens, etc.; and extend invitations to the applicants for the Soup Dinner and Seed Swap
      - 2. Applicants will be voted on to the Board in April meeting
- 6. Next Mtg: March 21st, 5:30 PM at Intrepid Credit Union