



PUBLIC MEETING NOTICE

OFFICE OF THE EASTHAMPTON CITY CLERK

TIME STAMP:

BOARD/COMMITTEE:	Community Garden Committee		
DATE:	Thursday, March 5, 2025	TIME:	7 p.m.

BUILDING & ROOM:	<p>Virtual via Google Meet</p> <p>Join with Google Meet</p> <p>The link for the virtual session is below:</p> <p>Community Garden Committee</p> <p>Thursday, March 5 · 6:30 – 9:00pm</p> <p>Time zone: America/New_York</p> <p>Google Meet joining info</p> <p>Video call link: https://meet.google.com/dxz-rmgx-jyb</p> <p>Or dial: (US) +1 929-260-4370 PIN: 268 427 508#</p> <p>More phone numbers: https://tel.meet/dxz-rmgx-jyb?pin=2554275106453</p>
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Clerk or board member:	Sarah King and Jane Jacobs
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All meeting notices must be filed and time stamped in the City Clerk's Office **no later than 3 p.m.** on the Thursday prior to the week in which the meeting is scheduled.

Agenda

- Call to Order 7:00 PM
- Chair's Comment (Sarah King) (7:00-7:10)
- Public Comment
- Acceptance of Minutes (Sarah) (7:10-7:15)
- Treasurer's report (Mark Leonas) (7:15-7:35)
 - Endorsement of purchase order(s)
 - Approval of budget report, overview of projects and looking into the new year's budget
- Outreach Report (Margie Phillips) (7:35-8:00)
 - Returning gardeners confirmation due date: Thursday March 31st?
 - Waitlist for new gardeners opens April 1st?
 - Payment and Signed Forms due April 18th?
 - New Gardener Orientation and Plot Distribution April 25th? (Sarah King)
 - Approval of and review of application
- Operations Report (8:00-8:15)
 - Plans for equipment maintenance and tools for budget planning (Frank Johnson)
 - Weed inspection: Dates for the year's inspections and update application (Mark Leichthammer)
 - Getting the water turned on at the garden date (Stephen Linsky)
- Pollinator Report (Karen Szumonski) (8:15-8:25)
 - Project needs and budget for 2026
- Parking Lot Garden Report (Mark Leichthammer) (8:25-8:35)
 - Project needs and budget for 2026
- Events (Ryann McChesney and Melanie Pepper) (8:35-8:45)
 - Opening Work Day May 9th?
 - other events dates

- Old & New Business: (8:45-8:55)
 - Seed Library Donations! (Jane Jacobs)
 - All Gardeners Committee Meeting: May 7th 7pm
 - Work on guidelines for new gardeners document meeting date?
 - Approval of committee responsibilities document
- Confirmation of Next Meeting Date: April 2nd 7pm
- Adjournment

3/5/26 Minutes

In attendance - Margie Phillips (virtually), Ryann McChesney (virtually), Caleb Shore, Melanie Pepper, Mark Leonas, Mark Leichthammer, Norman Andrekus, Jane Jacobs, Sarah King, Karen Szumoski, Frank Johnson

Notes:

- Call to Order (S. King) 7:00pm
- Chair Comment:
 - Welcome back!
 - New Treasurer is Mark Leonas, Melanie Pepper and Ryann McChesney running Events and Mark Leichthammer helping with weed inspections and gardens by parking lot and Jane Jacobs taking on tools/shed
- Public Comment:
 - None
- Accept minutes: (Mark Leonas, 2nd Norman Andrekus, unanimous)
- Treasurer's Report: (Mark Leonas)
 - Restructuring of budget format after meeting with Ted Stock over the winter
 - Mark Leonas needs to connect with the City Auditor and Clerk
 - No voting on budget right now but everyone agreed the new format seemed great

- Everyone with a project needs budgets to Treasurer by next meeting
- Outreach: (M. Phillips)
 - 9 gardeners have responded they are returning to the garden
 - So far 2.5 plots are empty right not
 - March 31st is the last day for current gardeners to renew their plot
 - April 1st new gardeners on waitlist are offered plots
 - New Gardener Orientation is April 25th and plots will be chosen that day
 - **Acceptance, Payment and Expectations Form: 2026** edited in meeting by Sarah King with committee suggestions and is set to be sent in Meeting Notes and in Margie Phillips emails
 - Karen Szumoski has asked that out of city residents as gardeners be added to the agenda for this year to reexamine and discuss
- Operations: (F. Johnson + M. Leichthammer)
 - Stephen Linskey will have water turned on
 - Mark Leichthammer got advice and suggestions for weed inspections and the parking lot garden projects. Budget for Treasurer due before next meeting.
 - Frank Johnson arrived a bit late so his update came after Pollinator Garden Updates but confirmed he will run the mowing crew. Norman Andrekus wants to be on that crew.
 - Wood ramp of shed needs to be replaced, budget for that from Frank Johnson before next meeting
- Pollinator Garden: (K. Szumoski)
 - More mulch will be needed soon
 - Budget for seeds and compost due by next meeting
- Events: (R. McChesny + M. Pepper)
 - Opening Workday May 3rd
 - Sarah King will make flyer
 - Event Schedule and feedback about when it is most useful to host workdays
 - Sarah King will communicate after every committee meeting needs for work days to Ryann and Melanie
- New and Old Business:
 - Jane Jacobs shared about Mass Aggy Seed Library and distributed seeds
 - Sarah King would like to discuss and vote on Committee Responsibilities Document and begin work on Guidelines for gardeners this year

- The Boy Scouts have reached out to us for a project: perhaps in May moving the mulch or building the shed ramp or digging up the invasive species at the garden
- Meeting with the Renewal Initiatives project, Heather Takle this year (our new neighbors)
- Mandatory All Gardeners Meeting is May 7th
- Next meeting date: April 2nd, 2026 (S. King proposed)
- Motion to end the meeting: (Sarah King, 2nd: Mark Leichthammer , unanimous)