

CCGA Membership Meeting, Saturday March 18th, 10am at Chicago Center for Green Technology CCGT

About 10 people attended the CCGA coordinating meeting.

In attendance:

LaVerne Morris, Grandma's Garden, CCGA Resources Comm.

Gina Jamison, Kuumba Tre Am

Amy Olson, Our Block Community Garden/Washtenaw & LeMoyne (Humboldt Park)

Angela Taylor, Garfield Park Garden Network/Fulton Flower & Vegetable Garden

Mamie Gray, North Lawndale Greening Committee

Julie Samuels, CCGA Membership Comm.

JW Glass, Greenhouse Garden, CCGA Communications Comm.

Cordia Pugh, Hermitage Garden, (Englewood)

Lorraine Kells – (Lakeview);

Erik Hernandez, CCGA & NeighborSpace

Handouts:

- meeting agenda;

NOTE: All CCGA coordinating meeting minutes are available for you to review on the website. Look under the menu tree at 'Who We Are' and then 'CCGA Organization' and you will see links here for the coordinating committee documents.

1. - Call to Order & Welcome, Agenda Review

Meeting started around a few minutes after 10am with a call for **introductions** by Julie Samuels, who facilitated the meeting. After introductions there was a **change in the agenda** in that we will focus mostly on the upcoming conference and each committee report will be in the context of support for the conference. Hence Angela T. will present first for the Conference planning team.

- everyone was asked to introduce themselves and after going around the table Gina J. was enrolled as time-keeper and JW Glass as note-taker;

3 - Conference Planning & Logistics Report

- Angela T. first reviewed the workshops and panel presenters and we all had a brief discussion of those parts of the conference: Education brought up AV equipment needed for workshop presenters, etc..;
- Resources briefed us on door prizes and centerpieces;
- Communications provided current registration counts;
- Membership discussed a short survey about CCGA to be solicited to conf. attendees;
- Angela T. gave a review of the conf. budget to-date, specifically the sponsor donations and expected fees vs. estimated costs of approx. \$7,200;
- Angela T. then reviewed the Friday night 3-24 set-up work tasks: registration tables, workshop setup, etc..;
- Lorraine K. asked about stuffing party for badges/tickets/bags, Amy O. discussed how tickets/badges/bags would/should be prepared and she will be facilitating the stuffing party mid-week which they are still deciding when to schedule;
- there was a general review of the food menu and volunteers needed for food preparation and service;
- JW asked about final registration cut-off, list preparation, etc..;
- JW reported that Communications sent the **March newsletter** on 3-9-2017 which featured the conference as the lead story;
- JW reported that one more general reminder would be sent before the conf.;
- JW reported that reminder emails were sent to registrants in two batches on 3/12 and 3/16 and that one more batch would be sent in the next few days (which was done on 3/20);
- Erik H. reviewed the workshop counts to-date;
- there then commenced a long discussion about a possible invocation/prayer at the conf. luncheon, several were opposed to a 'prayer', Amy O. suggested a 'moment of gratitude' which others liked and we discussed at length, in the end it was the consensus that there would be no prayer and we were still not certain about exactly form if any a 'moment of silence or gratitude' might take;

TO-DO:

- attendees are **scheduling stuffing party** to prepare bags/tickets/badges for attendees;
- prepare for Friday 3-24 set-up night;
- send one more email reminder about conf. (done on 2-20-2017)
- send final batch of reminder emails to registrants (done on 3/20-2017);

3. - Working Group Reports

Working group reports were not presented separately but we did discuss the planned membership retreat.

A. Membership Committee Report

- Julie S. led the discussion about possible dates for the membership retreat, Amy O. indicated she would help schedule via Doodle poll, Julie suggested several possible venues including North Park Nature Center and Inspiration Kitchens;
- also it was advised that everyone be thinking about possible agenda items for this planning meeting specifically in terms of what it means to be a member of CCGA and how CCGA should work and be structured and send your thoughts/comments/notes to Julie;

TO-DO:

- establish date for membership retreat and assemble agenda for that meeting;

B. Resources Committee Report

- Mamie G. reported on the April 8th spring annuals distribution;

4 - Other Business & Announcements

- Julie S. asked about possible CCGA support for having a table at the UIC Heritage garden event in April;
- Cordia P. brought up volunteer coordination at gardens for work-days, a general discussion was held about how the CCGA could act as a conduit for getting volunteers and gardeners involved in community gardens and it was the consensus that this would be something we could talk about at the membership retreat;

5 & 6 - Adjournment & Next CCGA Coordinating Meeting

The *next CCGA coordinating meeting* is planned for **Tuesday April 25th 2017** at 6:30pm at the **CCGT**.

The CCGA coordinating meeting adjourned at around 12:00 noon

Notes submitted by JW Glass.

NOTE: You can reach any of the 5 CCGA committees via these email addresses:

resources@chicagocommunitygardens.org

education@chicagocommunitygardens.org

membership@chicagocommunitygardens.org

communications@chicagocommunitygardens.org

finance@chicagocommunitygardens.org