

HCGN Knowledge Swap Series - Meeting Minutes

Topic:	Bulk Purchasing	Date:	Wednesday January 28, 2015
Facilitator:	Clare Wagner	Time:	4:30pm - 6:00pm
Location:	City Hall, Room 264	Recorder:	Katie Stiel
Attendees:	Clare Wagner, Katie Stiel, Theresa Phair, Bill Wilcox, Jen Friesen		
Regrets	Greg Daws, Dundas Community Garden Association; Edda Jaenisch, Bartonville Community Garden		

AGENDA				
#	Time	Discussion Item	Discussion Highlights	Action Item(s)
1	10 min	Welcome + Introductions		
2	1 min	Approval of Agenda		
3	30 min	Bulk Purchasing		
		History of bulk purchasing within the gardens. <u>Potential Questions:</u> - How would it look logistically? - Group ordering vs.	<ul style="list-style-type: none"> - Is there one supplier we can work with who can agree in advance to provide a discount? <ul style="list-style-type: none"> o Soil: <ul style="list-style-type: none"> ▪ Bill strongly suggests you look at Milgrove, soil quality is phenomenal. ▪ Size of deliveries could be an obstacle, is there the 	Soil: Clare has 3 options for soil providers to look into. Seedlings: N2N, City Housing, and NHCHC will determine seedling needs and touch base

		<p><i>individual ordering? - Possible supplier options?</i></p>	<p>ability to have individual deliveries opposed to one huge load?</p> <ul style="list-style-type: none"> ▪ Hamilton Builder's Supply has provided soil for HCGN and has done multiple drops. ○ Mulch: Davies is good for free mulch. Beeswick and other tree removal companies can provide mulch. They also know what tree mulch is good for what gardens. ○ Compost: AIM Environmental will donate. ○ Seedlings: Conversation on issues with late seedling donations - currently they are accepted and planted late. NHCHC will ideally have greenhouse. Bill currently looking into growers for use by charitable/higher need garden projects ○ Seeds: Seeds of Change donated a large amount and variety of year old seeds to Bill (likely 80-85% effective). ○ Lumber/Building Supplies: N2N needs are varied. City Housing spent lots at Home Depot + Turkstra historically for just wood not cinderblock. Bill uses a large provider of cinderblock. Hamilton Builder's Supply is good for smaller scale cinderblock purchasing. - For different products having a common, easy to use ordering tools and templates to help groups determine amounts and correct products to ask for. When you order just once a year it can be hard to remember the proper process and lingo. to reduce coordination and logistics discussions for each site. This will include pieces like details on what map the provider needs and how the recipient of product to indicate drop site. 	<p>with Bill. N2N to create 'recommended list of contacts' for community members not wanting to buy seedlings at Home Depot.</p> <p>Seeds: Bill could ask for additional seeds from 'Seeds of Change' that could fill void.</p> <p>Lumber/Building Supplies: Approach Hamilton Builder's Supply and Turkstra to see what processes would be.</p> <p>Ordering tools and templates- Katie to explore</p>
4	20 min	<p>Bulk Donation Requests</p>		
		<p>City compost and mulch review.</p>	<ul style="list-style-type: none"> - Seeds: Bill connect with Seeds of Change - Mulch: City coordinates donation of mulch, plus other businesses mentioned like Davies. 	<p>Soil: City provides biggest bulk soil donation, but need to look into smaller entities that can</p>

		<p><u>Potential Questions:</u> <i>What other bulk donations should we pursue?</i> <i>How do we best manage donations that are late or off season?</i></p>	<ul style="list-style-type: none"> - Compost: The city and AIM Environmental. Mushroom compost is an option, Bill once got from Campbellville. Something you use once and then wait a couple years and use again. Bill has cow manure contact. - Problem is not donation, it's moving the product. We need a company that can deliver smaller loads in addition to big ones. - How do you manage donations that are off-season? Theresa can always find homes for them. 	<p>help with smaller loads. Soil testing kits from McMaster contact can be provided – N2N to determine details on whether this includes nutrient info.</p>
5	20 min	Sharing of Resources		
		<p>Current state of resource sharing – how things are distributed when HCGN gets donation or one site has excess.</p> <p><u>Potential Questions:</u> <i>- How can we ensure waste is reduced?</i></p>	<ul style="list-style-type: none"> - Resource Sharing: <ul style="list-style-type: none"> o Group emails work. Put out ask and resource info to the network and if contacts are able to come and pick it up they can. Also advertise on website if appropriate. - People Power: <ul style="list-style-type: none"> o Summer students – opportunity to bring them together to train them, for example organizational staff training workshops. o Have larger entities like RBG host workshop (where people register) at local gardens. o City Housing will have a foundation starting shortly to help with funding 	
6	10 min	Other Business/Questions		

Next Meeting:

Topic	Legal How-to in the Garden: We will compare all the legal stuff like insurance, leases, garden contracts, Accessibility for Ontarians with Disabilities Act compliance etc.
--------------	--

Date	Wednesday March 25, 2015	Time	4:30pm - 6:30pm	Location	City Hall, Rm 264
-------------	--------------------------	-------------	-----------------	-----------------	-------------------