Community Gardens Task Force  
January 26, 2010

Attendees:  
Chair: Alix Eastman, Growing Gardens; Lora Price, Friends of Community Gardens; Leslie Pohl-Kosbau, PPR; Jean Fike, East Multnomah Soil & Water Conservation District (EMSWCD), Tammy VanderWoude, Oregon Food Bank; Erica Stokes, West Multnomah Soil & Water Conservation District (WMSWCD); and Kim Travis, Oregon Solutions

I. Short re-cap of full OS group meeting  
- Commissioner Fish’s Took Kit reviewed – some additions/edits recommended (add Friends of Community Gardens to list, add workshops, better navigation)

II. Additional Updates  
- Lisa Turpel/Parks have provided 20 hours of employee time to help Leslie with database entry and updating; Leslie is working with employee with the goal of having database updated by next Friday, 2/5  
- Alix has reached out to Weston Miller about Master Gardeners as potential volunteer help and is awaiting a response

III. Phone Bank Discussion  
- Group decided that we should target city building as phone bank location, offered by Lisa Turpel  
- Most seemed to agree that evening hours or even Saturdays would be the most efficient calling times  
- Need a dedicated message line for phone bank call backs; messages to be checked each phone bank night or another volunteer  
- Script to serve as information gathering tool – address/email updates, where interest in community gardens lies, yard situation, etc – and opportunity to direct wait list members towards Tool Kit  
- When database is updated, Erica will email all wait list members with email addresses with script information to cut down on phone bank time  
- Tracking responses – when database is updated, Leslie will export list into excel, split into 4-5 different worksheets (1 per computer), which will be updated by call volunteers each night; will re-connect at the end of process

Deliverables:  
- Leslie and Alix developing script for calls and email format for email blast  
- Tool Kit edits/additions – anyone interested in taking this on?
c. Alix to work with Lisa on location, dedicated message line and volunteers
d. When database is updated, Erica to send out email blast and track responses on exported excel list
e. Erica to draft protocol on handling the wait list documents to ensure efficient and confidential information transfers

IV. Next Steps
- Faith-based options – inventory list of faith-based land in metro area; explore these potential partnerships
- Neighborhood Associations – reach out to these groups to communicate demand, instigate advocacy, and urge them to explore ways to meet demand
- Washington-Monroe and Fields – group picked out these 2 properties as potentials for development this year; need to develop proposal to really push this with Nick and Parks
- Funding – discussed Tax Increment Financing and SDCs; Tammi working with Emily Hicks through FPC on potential of SDC funding
- Deliverables:
  a. Lora to reach out to Jenny Holmes at EM for additional information regarding faith-based list
  b. Kim to gather neighborhood association emails and provide to Erica for email blast
  c. Alix to reach out to Caitlin at Growing Gardens for advice on school opportunities
  d. Alix to review David Beller’s potential land contributions through his new organization and share with the group
  e. Lora to send information about “Planet Day of Service” and having landscape contractors help us develop any land that may come down the line
  f. Alix to begin Washington-Monroe/Fields proposal with input from group

*** No additional meetings currently scheduled; agreed to communicate over email through February, with a potential conference call before the phone bank if needed; May schedule meeting in March

Upcoming Dates/Deadlines

Monday, February 8th – Email blast to go out to wait list members
Monday, February 15th – Phone bank to begin