

**City of Norcross**

65 Lawrenceville Street

Norcross, GA 30071



**Meeting Minutes**

**Monday, February 9, 2026**

**6:00 PM**

**2<sup>nd</sup> Floor Conference Room**

**Discovery Garden Park Board**

***Paul Sumner, Chair***

***Kathy Mallard, Vice Chair & Treasurer***

***Ashley Gilliam, Secretary***

***Nicole Hooks, Garden Plot Manager***

***Barbara Kolhaussen, Board Member***

***Britt Lancaster, Board Member***

***Cristy Hines, Board Member***

***Lottie Jackson-Kelly, Board Member***

***Prasanna Chodey, Board Member***

***Josh Bare, City Council Advisor***

***Greg Devon, City Public Works, Utilities, & Parks Advisor***

**A. Call to Order by Chair Paul Sumner**

Please silence all cell phones and electronic devices.

- *Meeting called to order at 6:02 PM*

**B. Attendees**

Attendee Name	Title	Status
Ashley Gilliam	Board Member	Present
Barbara Kolhaussen	Board Member	Present
Britt Lancaster	Board Member	Present
Cristy Hines	Board Member	Present
Greg Devon	City Public Works, Utilities, & Parks Advisor	Present
Josh Bare	Council Member - Advisor	Present
Kathy Mallard	Board Member	Present
Lottie Jackson- Kelly	Board Member	Present
Nicole Hooks	Board Member	Present
Paul Sumner	Board Member	Present
Prasanna Chodey	Board Member	Absent

**C. Approval of Previous Meeting Minutes**

DGP Board - Regular Board Meeting Minutes – January 12, 2026

- *Minutes from 1/12/2026 Board Meeting prior-reviewed via email, motion by Lottie, seconded by Nicole to approve. Motion to approve passed unanimously.*

**D. Set Agenda as Presented for Scheduled Meeting****E. Ceremonial Presentations, Recognitions, and Swearing in****F. Floor Open to Citizens Desiring to Address the Board****I. Comments by Citizens**

- *No citizens attended*

**II. Comments by Board Members**

- *None provided*

**G. Reports of the Board Chair and Officers****I. Chair's Report**

- New garden beds
  - Timing of construction
  - Garden purposes

- *Approved as rental beds in previous meetings*
- *4x8 16 - 20 in. deep*

## II. Secretary's Report

- None

## III. Treasurer's Report

### ▪ Financials:

Beginning balance January 1, 2026: \$26,896.12

Ending balance February 1, 2026: \$26,896.12

### ▪ Summary

Preliminary January Bank Statement Reconciliation:

- January Revenue of \$0
- Expenses recognized in January of \$0
- Outstanding Revenue in January of \$0

Preliminary January Credit Card Statement Reconciliation:

- January Credit Card Expenses Incurred: \$0

## IV. Garden Plot Manager's Report

- Full capacity
- 5 interested parties remain on Waitlist
- Next workday – Spring preparations?
  - *April 11th suggested as tentative workday depending on weather. A potential breakfast option was discussed and Cristy offered to coordinate breakfast.*
  - *Motion to schedule workday for April 11th, 2026, 10:00 AM – 12:00 PM:*
  - *Motioned to approve by Kathy Mallard and Seconded by Barbara Kolhaussen*
  - *Motion for April 11 Workday passed unanimously.*

## H. Advisor(s) Updates

- *No new updates*
- *Discussion on the availability of the HR building if it's vacated.*

## I. Past & Upcoming Events

- BIA Charter School (Barbara)
    - May 19th Field Study Event
    - 3 groups
    - Worms, Salad activities
    - Another activity?
    - Contact: Brooke Ross
    - *Discussed need for a third activity for this event, perhaps someone focused on pollinators like birds and bees. Paul and Barbara to research on another volunteer with pollinator knowledge.*
    - *Barbara agreed to do worm activity, Kathy agreed to salad creation*
    - *Britt agreed to attend and provide support where needed like. Paul will attend as photographer.*
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- Creation kids - PreK partner event February (Kathy)
  - Winter activity?
    - *Pea planting activity was discussed: Traditional, snow peas, purple hyacinth varieties and perhaps on Feb 20-25*
    - *Discussed site prepping for follow-up event in March-April for pea transplant*
    - *Kathy, Paul and potentially, Christy, Britt, Lottie to attend on Feb. 25.*

## **J. Board Appointments**

- None

## **K. Items for Discussion**

- Discovery Garden Park Enhancement Committee (Team)
  - Purpose: Plant selections & design proposal for Board approval (Boxwood planters, Shade area)
  - Team walkthrough ideas and update
- Event and Rental discussion
  - Touch base on progress for event calendar
  - Discuss tightening up event rental policy
  - Discuss possibility for a site being released with 10<sup>th</sup> anniversary
  - *Discussions for the site were benched for next meeting due to time.*
- 10th Anniversary (Team)
  - Monthly Articles
    - Communications agreed to accept small columns for the Rough Draft paper being sent out
    - Generate ideas on monthly subjects that will drum up excitement for the anniversary event and prioritize community building over gaining more renters.
      - Merch release
      - Sprucing up workday
      - Volunteer workdays
  - Anniversary logo Update (Ashley)
    - Timeline update
      - *Merch items discussed – Survey what they can print on first. Other ideas include Printing for bags and signage, Umbrellas, reusable water bottle, printing on tool handles, ponchos, bucket hats, stickers and magnets. Potentially providing pocket calendars with planting dates with our logo.*
      - *Kathy and Ashley to send out timeline and possible merch items to board before the next meeting.*
      - *It was decided that no subcommittee for the Rough Draft monthly columns was needed but Lottie, Christy and Ashley to work together on story generation*

- *Motion to have a special board meeting was proposed for Feb 23<sup>rd</sup> 6:00 in the same room to discuss conceptual shade garden designs and decide merchandise for the 10th anniversary.*
- *Motion by Kathy and seconded by Barabara to convene a special board meeting on Feb. 23.*
- *Motion was unanimously passed.*

**L. Adjournment Motion**

- *Motion by Ashley, seconded by Cristy for meeting adjournment.*
- *Motion unanimously passed.*
- *Meeting adjourned at 7:32 PM*

**M. Signed by:** \_\_\_\_\_ **Paul Sumner, Chair**

**N. Attested by:** \_\_\_\_\_ **Monique Philip, City Clerk**

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