



Discovery Garden Park Board Meeting Minutes

Date/Time: 01/13/2025 6:00 PM

Location: Municipal Building, 2nd Floor, Board Room

A. Call to Order: *Please Turn Off All Cell Phones and Electronic Devices (John) 6:00*

Attendee Name	Title	Status
John Herron	Chairperson	Present
Josh Bare	Councilmember	Absent
Kathy Mallard	Board Member	Present
Sharon Cauthen	Board Member	Present
Barbara Kolhaussen	Board Member	Present
Nicole Hooks	Board Member	Absent
Vacant	Board Member	Absent
Prasanna Chodey	Board Member	Absent
April MacManus	Board Member	Present
Paul Sumner	Board Member	Present

John Herron called the meeting to order at 6:05 PM

- B. Approval of Minutes:** Minutes from 12/09/2024 Board Meeting were previously reviewed and edited via email. No changes were requested in the Board Meeting. John Herron motioned to approve the Minutes. It was seconded by Kathy Mallard. Motion carried unanimously.

C. Citizen Input: None

D. Treasurer's Report (Kathy): Financial Statement/Balance/Revenues/Expenses (Kathy)

1. Began December 2024 with a balance of \$23,254.12 in the treasury and ended the month with a balance of \$23,254.12. Summary as follows:
 - i) December Revenue of \$0
 - ii) Expenses recognized in December of \$0
 - iii) Outstanding Expenses as of December month end of \$5,571.25: \$222.59 SuperSod 11-12-2023, \$163.50 Costco (November 2023 social), \$161.01 Trader Joe's (November 2023 social), \$57.13 Lowe's (supplies), \$10.57 Publix (November 2023 social), \$89.46

Premier Growers (supplies/seasonal planting), \$27.61 Premier Growers (supplies/seasonal planting), \$56.42 Home Depot (lawn bags & materials to repair/paint little library), \$82.02 Amazon (replacement hoses), \$63.59 Amazon (birdseed), \$56.15 (Ace Hardware yard bags & Green Egg pieces & parts), \$222.83 Green Reyno (camelia, daphnes, blueberry, viburnum), \$31.21 Green Reyno (blueberry), \$41.84 Amazon (bluebird houses), \$199.99 SuperSod 3-4-2024, \$49.09 Kathy Mallard (seeds & mint), \$51.30 Buford Hwy Farmers Market (community outreach event), \$33.24 Amazon (replacement nozzles), \$21.19 Amazon (storage shed supplies), \$99.51 Walmart (March Social Event), \$27.29 Publix (March Social Event), \$38.26 Amazon (Social Event storage supplies), \$24.28 Amazon (birdfeeder baffles), \$64.62 Paul Sumner/Pike's (birdhouse stands & mounting), \$92.86 Premier Growers (Spring annuals), \$74.01 Lowe's (supplies for handicap bed repair), \$132.51 Norcross Supply (supplies for bed repairs), \$10.91 Amazon (non-potable water decals), \$30.73 Amazon (brass garden markers), \$35.58 Amazon (garden scavenger hunt cards), \$27.46 Amazon (garden scavenger hunt cards v2), \$255.19 SuperSod, \$46.53 Lowe's (soil for Spring planting), \$55.08 Etsy (garden plaque), \$8.59 Home Depot (yard bags), Pike's \$34.95 (herbs), \$24.43 Walmart (yard bags, seeds), Amazon \$31.70 (garden stakes), \$243.79 SuperSod, \$14.83 Amazon (supplies), \$33.36 Publix (Kids in the Wild), \$393.55 Norcross Supply (supplies for new beds), \$32.16 Lowe's (yard bags & brush killer), \$64.00 Extension Center (soil tests), \$34.98 Norcross Supply Company (fence post cap), \$11.36 Lowe's (yard bags), \$44.46 Lowe's container for Agave & cactus potting soil), \$41.21 Lowe's (black cow compost), \$135.87 Green Reyno (George Tabor azaleas & oakleaf hydrangeas), \$191.63 (Big Daddy hydrangeas & Sum & Substance hostas), \$71.79 Green Reyno (Agave & variegated iris), \$27.55 Publix (Kids in the Wild snacks), \$243.79 SuperSod (9-11-24), \$9.54 Home Depot (supplies), \$25.38 Publix (events), \$13.76 Office Depot (supplies), \$20.29 Publix (events), \$243.79 SuperSod (10-8-24), \$155.35 Home Depot (new garden bed supplies), \$6.32 Amazon (white flags), \$42.52 Publix (social event), \$59.86 Publix (social event), \$134.62 Premier Growers (fall annuals), \$55.80 Publix (social event), \$243.79 Super Sod 11-1-24, \$9.72 Home Depot (lawn bags), \$49.40 Amazon (replacement nozzles due to vandalism), \$27.61 Amazon (replacement hose due to vandalism), \$21.18 Lowe's (stain for new beds) and \$112.76 Lowe's (stain for new beds v2)

- iv) Outstanding Revenue in December of \$0
- v) Beginning Balance as of December 1, 2024: \$23,254.12
- vi) Ending Balance as of December 31, 2024: \$23,254.12
- vii) Ending Balance adjusted for all Outstanding Revenue & Expenses: \$17,682.87

E. Board Updates

1. **Membership Update:** Membership Update: Membership Renewal Membership Update: Membership Renewal Status/Changes/Wait List Updates (Kathy)
 - i. 1 bed swap
 - ii. 5 on wait list
2. **Social Media Update:** (Sharon)
 - (a) Update for Q4 2024

I. Facebook Post Analysis 10.15.2024 – 01.12.2025

II.	Followers	1,219 (+4)	Demographics Male 15.8% Female 84.2%
III.	Page Visits	90	Reach 640
IV.	Engagement	100	

Title		Date published ↓	Reach ⓘ ↑↓	Likes and reactions ⓘ ↑↓	Comments ⓘ ↑↓
 What a lovely snowfall this morning. It is already starting... Photo · Norcross Discovery Garden Park	Boost	Fri Jan 10, 11:10am	81	14	0
 This cold snap is gonna have all of us reaching for our w... Photo · Norcross Discovery Garden Park	Boost	Tue Jan 7, 10:18pm	130	6	1
 With gratitude for all our community gardeners and the ... Photo · Norcross Discovery Garden Park	Boost	Dec 24, 2024	152	20	3
 Friendly Frosty Reminder.... Photo · Norcross Discovery Garden Park	Boost	Dec 3, 2024	51	1	0
 We have an excellent 🌧️ rain barrel system at Discovery ... Norcross Discovery Garden Park	Boost	Nov 16, 2024	28	1	0
 When was the last time you.... Visited the little library at ... Video · Norcross Discovery Garden Park	Boost	Nov 8, 2024	48	3	0
 Saturday's weather was perfect for an October-fest them... Photo · Norcross Discovery Garden Park	Boost	Oct 21, 2024	195	13	1

V. **Instagram – NDGP (July 06- Oct 06)**

VI. **Followers** 289 **Accounts following** 394

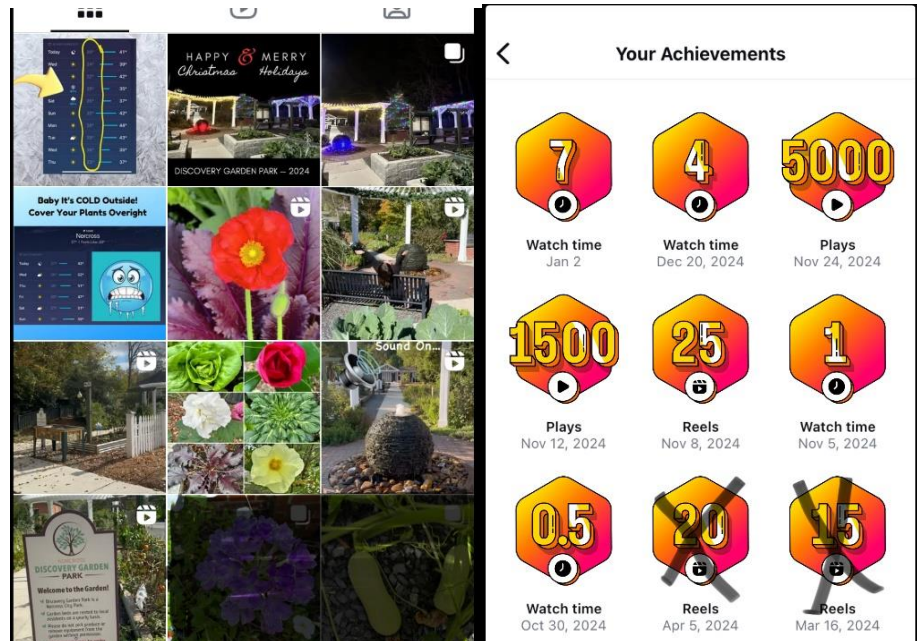
VII. **Accounts reached** 245

VIII. **Content Engagement by Type**

IX. **Views** **Engagement**

Reels/Videos	611	56
Images	116	27

X.



Reels and Videos remain a strong area for potential growth across both social platforms. Our primary social media accounts show strong followers for the size of our operations.

F. **Council Updates:** (Josh) None

G. Returning Agenda Items:

1. Beaver Ridge Elementary Courtyard Garden Project – John
 - i. The Board determined that it is no longer considering this project.
2. Security Meeting with Nicole Hooks, John Herron and Eric Johnson on 12/19/2024 summarized as follows: This meeting was to discuss what appears to be the escalation of "criminal activity" at DGP since late October. John provided Eric the summary he put together with input from DGP Board and others.
 - i. John reviewed the limited visibility the current surveillance camera provides (regarding placement and picture quality). John reminded Eric that there is signage that the property is under surveillance.
 - (ii) Nicole suggested parking an unused police vehicle at DGP. Eric responded that it would take little to no time for people to recognize no one is in the vehicle and would leave that vehicle susceptible to vandalism.
 - (iii) John mentioned the idea of a solar powered video recording trailer (like the one at Lowe's) and asked for something like that to be considered by City. It could additionally be moved around, as needed to other Norcross events. When John asked what do other City properties/parks use to identify/deter criminal activity, he mentioned video recording surveillance cameras posted at properties, cameras are not monitored real-time, but that recordings can be viewed, as needed.
 - (iv) Nicole suggested the Norcross PD could do more frequent drive-by's at DGP. Eric explained that police activities are "data-driven", i.e. police generally use citizen calls to trigger response to DGP-type issues.
 - (v) Nicole suggested City monitoring of DGP water usage might help identify mischief and expenses related to mischief; i.e. year-over-year expenses due to broken spigots/hose handles, children pretending to pressure wash, etc. Since Gwinnett provides water service to the City, Eric indicated he's not aware of the ability to monitor DGP water usage individually. Eric then asked if anyone on DGP board knows where to shut off the water at main valve and have we considered shutting off water daily.
 - (vi) Eric will discuss these matters with the Chief of Police, as he may have other ideas about what works/doesn't work. In addition, Eric mentioned the City has a Community Outreach Office who might also have ideas, since this is their role.
 - (vii) DGP is now awaiting feedback from Eric's consideration of these matters.
- (2) Action Item: Get additional signs for DGP stating that there is surveillance by cameras. Place these three new signs by the (1.) restrooms, (2.) entrance to the garden by the Adirondack chairs, and (3.) by the upper park stairs. John will purchase such signage.
- (3) The Board discussed small combination locks to prevent water waste. Due to concerns for gardener acceptance of this approach, the idea has been tabled.

H. New Agenda Items:

1. New Chairperson for DGP Board

- i. John will roll off the Board in June when his term is up.
 - a) Consider who might want to fill this position.
 - b) Currently 1 open seat on the Board.
 - c) Sharon will Facebook post open Board positions.
 - d) Prasanna will send email to welcome gardeners to run for Board positions.

2. New Garden Beds – Plan Going Forward

- i. Two new beds are stained, painted and filled with soil.
- ii. Current plan is to use the new beds as demo beds for educational purposes. Discussed several educational opportunities:
 - Kids in the Wild?
 - Montessori School engagement?
 - Grow food to give away to the community (e.g. food bank)?
 - Other local school engagements?
 - Possibly leverage the Garden Club for assistance
 - Discussed who on Board can support this program?
- iii. Discussed building 2-3 new rental beds later this year.
- iv. The board agreed the small bed by Free Little Library will be allocated to support Annandale Village DGP field trips.

3. Relocate Bee Hives from Norcross Public Library

- i. The Board engaged in a discussion to support relocation of honey bee hive or hives from the Norcross Public Library to a new location at DGP. Preliminary issues discussed related to this idea included:
 - Hives need to be placed in protective cages.
 - Where to place so that they are not in foot traffic area, e.g. possibly in upper park above DGP.
 - Determine who would be maintaining the hives.
 - Ask City/Parks & Recreation permission. Check with Hunter Rawls with City of Norcross; he is in charge of landscaping for City.
 - Are there liability issues/insurance issues to consider? John Herron will follow up with City.
 - Kathy Mallard will follow up with Bee Keeper expert and get next steps as there is initial interest.
 - Recommendation that there is camera surveillance in sight of hives.

I. Additional Input/Discussion Not Otherwise Addressed by This Agenda: None

J. Adjourn – April MacManus motioned to adjourn the meeting at 7:26 pm. Seconded by Kathy Mallard. Motion carried unanimously.

K. Signed By: John Herron, Chairperson

L. Attested: Shayla Alexis, City Clerk