SHED Meeting Minutes

April 17, 2026

Determination of Quorum: 5 of the 9 Board members must be present.

Board Members present: Mary Agudelo (treasurer), Alyson Buchanan (vice president), Jan Dash (secretary), Joan English (director), Di Graski (president), Mary Griggs (director), Louise Gunderson (director) and Peggy Hancock (director, on zoom).

Board Members absent: Annette Charron

Members present: Catherine Burst, Carol Sams, Dave Sams, Rick Hanger, Christine Charron, Jean Ray (on zoom), Eunice Wolther, Chris Comins, Kathleen Rogers

Approval of March meeting minutes: Some discussion about whether we approved Greenschool scholarships for non Master Gardener apprentices. Also a question about what type of report Danielle Porter will provide as part of her Greenschool scholarship. Will revisit at the next meeting. Joan moved to approve the minutes, Eunice seconded. Unanimous approval.

Financial report: Mary A cashed in one of the CD's so we have cash on hand for the upcoming plant sale. Approval of the report was moved by Joan and seconded by Louise with unanimous approval.

Agenda Item 1: Grants and Scholarships:

A. Trees Please - Di Graski liaison
   The tree planting event is at the zoo on Saturday April 18, check in at 0930. All are welcome to come and help plant 30 trees.

B. Freed #2 - Mary Agudelo liaison

   The grant paperwork has finally been signed and the grant is moving forward. The fencing was installed around the garden but the barbed wire at the top isn't very appealing. Mary will look into possibly removing it.

C. CSU Extension - Jan Dash liaison

   This grant is on a reimbursement basis. There has been one check provided to Amanda for less than $100 for supplies for the tool cleaning class. A spreadsheet was set up to track reimbursement requests up to the $1,000 total for the grant.

D. Beulah Pollinator Garden wrap up - Annette Charron liaison

   Eunice reported that final receipts are ready to submit. She will work with Annette to prepare a report.

E. Scholarship Tracking

We discussed asking for money back if a grantee doesn't finish their training or their project. The Grant Guidelines and the contract specifically state that repayment will be the consequence of noncompliance. SHED will take that action moving forward. SHED will also need a final report from all grant and scholarship recipients unless they become certified MG's.

.**Agenda Item 2: Spring Supplies Sale:**

A. SHED raised over $600 from selling the donated coir products from Grow Generation. Thank you to Di and Catherine for organizing this. Mr. Wiggly bought a LOT of the pure coir for their worms. They will purchase more if there is any left.
B. Grow Generation is offering SHED members its commercial customer pricing of about 40% off.

Agenda Item 3: Plant Sale

A. The call for volunteers is out. We went over the different volunteer shifts that Di and Anthony drafted. We decided to get the shifts to Amanda for inclusion on VMS immediately.
B. The Garden Swap area will need several tables outside the Fine Arts Building
C. The Cacti saved from Wild Things will be sold as Homegrown Plants. SHED purchased them after the 2025 plant sale and Chris Comins nursed them along throughout the past year.

Agenda Item 4: O & D Insurance for SHED Directors

This item is tabled until the May meeting.

Agenda Item 5: Additional ideas, concerns, business

A. The results of the Financial Review will be discussed at the June 19th meeting
B. Dave asked if he could sell his parsley starts at a low price because they are very small. He will advertise them as Swallowtail Magnets.
C. Because of several conflicts on the May 15th date, it was moved by Di that the next SHED meeting be held on Friday May 22. Alyson seconded the motion and it was unanimously approved.

The meeting was adjourned at 11:30 am after a motion by Di that was seconded by Joan and unanimously approved. Our next meeting will be Friday May 22, 2026 at 10:00 am.

Meeting minutes respectfully submitted by Jan Dash

SHED Meeting Minutes

March 13, 2026

Determination of Quorum: 5 of the 9 Board members must be present.

Board Members present: Mary Agudelo (treasurer), Alyson Buchanan (vice president, on zoom), Annette Charron (director), Jan Dash (secretary, on zoom), Joan English (director), Di Graski (president), Mary Griggs (director), Louise Gunderson (director) and Peggy Hancock (director).

Board Members absent: none

Members present: Catherine Burst, Carol Sams, Dave Sams, Kathleen Rogers, Christine Charron, Danielle Porter (on zoom), Anthony Martinez (on zoom), Tory Buquoi (on zoom)

Guests: Amanda Weidner, CSU Ext Horticultural Specialist

Approval of February meeting minutes: Revision to budget discussion in Item 1.B. was pointed out by Alyson. Revised February minutes unanimously approved after a motion by Joan and seconded by Mary G. Side note: Alyson requested a signed version of the February minutes for submission to the credit card processing company (Platinum).

Financial report: Alyson stated that members need to review their membership subscription status on the website to avoid the automatic renewal issue in the future and avoid double dues payments. Approval of the report was moved by Joan and seconded by Peggy with unanimous approval.

Agenda Item 1: Conversation with Pueblo County CSU Horticulture Specialist Amanda Weidner

Thanks to Amanda for sharing her time with SHED. We discussed:

A. non-CMG Green School scholarships and the 2026 Native Plant Master course

    There was much discussion on this topic. Di summarized: the argument is if a person is not going to be a Master Gardener then SHED won't provide a scholarship because there is no requirement for give-back to the community. The other point is we should help everyone get greenschool and make clear there is some commitment required such as joining SHED or helping at the plant sale. The Grants committee needs to work on the process for non-greenschool scholarships and non Master Gardeners.
    The item was moved by Catherine and seconded by Di. Approved unanimously.

B. Storage of SHED's Plant Sale supplies

    The County is not extending the lease of the storage facility at Midtown and everything has to be out by the end of March. They are probably moving everything to a building near the fairgrounds. SHED needs to move the plant sale supplies themselves so they don't get lost in the shuffle. Jan D, Di, Danielle, Anthony and Tory will meet at storage next week and remove SHED's signs, banners and storage totes.

Agenda Item 2: SHED's new logo

Alyson, Jean, Anthony and Christine shared 4 new versions of our logo. There are basically two designs: a book in a circle with colorful flowers, a book in a square with flowers, a sunflower in a circle and a sunflower in a circle with a tagline. The sunflower was preferred with the option of using a tagline or not. The team will come back with some tweaks but adding 'Pueblo' was requested specifically. The group voted on the sunflower with 16 'ayes'.

Agenda Item 3: Updates on Grants & Scholarships

A. Grants and Scholarships Committee has recommended updates for the Grant guidelines on the website. There was much discussion about what kind of freedom committees have with their guidelines. Structural changes and public facing changes require group discussion and assent. It was moved by Louise and seconded by Catherine that the recommended guidelines be published on the website. The ayes have it although there were a couple of dissensions.

B. The Freed #2 grant is still in limbo as they wait for the D60 board to make decisions about school funding. The extension grant is in operation and Amanda has requested their first reimbursement for class supplies.

C. Trees Please has requested an additional $500 to fund a sign for their trees at the zoo. They will be planting the trees on April 18. Di moved to approve the additional $500, Catherine seconded the motion. The ayes have it with a couple of dissensions..

Agenda Item 4: Update on Grow Generation

Two pallets of coir products and 50 pounds of fertilizer are being donated this year. There will be dates in March and April for sales of this donation. Di will email the group with more information. Catherine will take orders.

Agenda Item 5: SHED's annual budget

Historically SHED has adopted an annual budget at the beginning of the calendar year. The Grants and Scholarships Committee recommended that SHED adjust the budget cycle to July when net revenue from the plant sale is known. The motion to accept the change was made by Catherine and seconded by Joan. The change in budget year was accepted unanimously.

Agenda Item 6:Updates on Plant Sale

The facebook event is live. Go to the page and share, invite others, click plan to attend!

Agenda Item 7: O & D Insurance for SHED Directors - tabled until next meeting

Agenda Item 8: Additional ideas, concerns, business -no discussion

The meeting was adjourned at 11:30 am after a motion by Di that was seconded by Joan and unanimously approved. Our next meeting will be Friday April 17, 2026 at 10:00 am.

Meeting minutes respectfully submitted by Jan Dash

SHED Meeting Minutes

February 20, 2026

Determination of Quorum: 5 of the 9 Board members must be present.

Board Members present: Mary Agudelo (treasurer, on zoom), Alyson Buchanan (vice president, on zoom), Jan Dash (secretary, on zoom), Joan English (director), Di Graski (president), Mary Griggs (director), Louise Gunderson (director) and Peggy Hancock (director).

Board Members absent: Annette Charron (director)

Members present: Catherine Burst (on zoom), Carol Sams, Dave Sams, Eunice Wolther, Bonnie Bowman (on zoom), Jean Ray (on zoom), Anthony Martinez (on zoom), Tory Buquoi (on zoom)

Approval of November meeting minutes: Unanimously approved after a motion by Joan and seconded by Mary G.

Financial report: It was noted that the automatic membership renewals generated by stripe from the website were all straightened out. Approval of the report was moved by Peggy and seconded by Joan with unanimous approval.

Agenda Item 1: SHED's 2026 Budget

A. Discussion was held about the 2 ENT CD's that will mature in March 2026. It was decided to roll over one of the CD's and cash in one. This will allow money to cover potential expenses for the Plant Sale (last year about $8,000). A motion was made by Joan to do so, seconded by Mary G, and unanimously approved.
B. The budget was reviewed and revisions were made to reflect Plant Sale income was actually $27,000 last year. The amount for Grants was lowered to $6,000 from $7,500, Scholarships to $800, Socials to $750. There was much discussion about where to cut money so as to balance the budget. The revised budget was approved by a majority after a motion by Alyson, seconded by Jan. Bonnie abstained from voting.

Agenda Item 2: SHED's new logo

There was a lot of discussion about the proposed logo. Jean and Alyson shared 4 different versions of their new logo using different color schemes. Some comments include: the logo would not work well in black and white, it might not scale down well, and that it is very busy. Several other suggestions were provided including the old 'Red Shed' version. Christine shared a sunflower type logo she developed last year, Catherine had a couple of ideas that included a book with flowers. It was decided to move the discussion offline between the interested folks. Final vote on a logo will be taken at the March meeting.

Agenda Item 3: Updates on Grants & Scholarships

A. It was decided to table the discussion about funding non-CMG Green School scholarships to the March meeting.

B. The Freed #2 grant is still in limbo as they wait for the D60 board to make decisions about school funding.

C. Trees Please has received their money ($2,000) for their recent grant application.

D. Bonnie introduced a new grant application from Amanda and CSU extension. It is for $1,000 to help fund supplies for the gardening workshops. The seed starting workshop in January was a big success and a tool cleaning class will be held March 20. Several other workshops are planned through the year and Amanda would like to supplement the small amount she has from the extension office with a grant from us. Jan D is the liaison for this grant and will move it through the system. A motion was made by Di to approve the grant request and seconded by Joan. The grant for $1,000 to CSU extension was unanimously approved.

Agenda Item 4: Update on 2026 Plant Sale

The Fine Arts Building will be the location on May 9. Team Leads were provided. Dave and Annette will host a Homegrown workshop for donors on March 4 at the extension office. A flyer was shared that will be distributed to CMG's. Several have offered to donate plastic pots to the homegrown project including Eunice and Di. It was also decided that donations for the sale (both plants and tools) will only be solicited from CMG's and SHED members.

Agenda Item 5: O & D Insurance for SHED Directors

Officers and Directors Insurance was brought up and Di felt we should have a chance to consider it. Evidently we had it several years ago. It is expensive. Tabled for further discussion at another meeting.

Agenda Item 6: Additional ideas, concerns, business?

Alyson mentioned we need another volunteer for the Financial Review Committee as Annette will not be able to serve. No one jumped at the chance so hopefully someone will contact Di and offer to help out on the committee.

The meeting was adjourned at 11:00 am after a motion by Di that was seconded by Louise and unanimously approved. Our next meeting will be Friday March 20, 2026 at 10:00 am.

Meeting minutes respectfully submitted by Jan Dash.

SHED Annual Meeting Minutes

January 16, 2026

Determination of Quorum: 5 of the 9 members of the Board of Directors must be present.

Board Members present: Mary Agudelo (treasurer), Alyson Buchanan (vice president, on zoom), Annette Charron (director), Jan Dash (secretary), Joan English (director), Di Graski (president), Mary Griggs (director), Louise Gunderson (director) and Peggy Hancock (director).

Board Members absent: none

Members present: Catherine Burst, Carol Sams, Dave Sams, Rick Hanger, Chris Comins, Eunice Wolther, Bonnie Bowman, Jean Ray (on zoom)

Approval of November meeting minutes: Meeting minutes were unanimously approved after a motion by Alyson and seconded by Mary G.

Year-End financial reports: SHED had a successful year financially with a record-breaking plant sale and the sale of the coir donation. A second $10,000 CD was opened and the budget looks good for this year. Approval of the reports was moved by Joan and seconded by Peggy with unanimous approval.

Agenda Item 1: Annual Elections

SHED Directors are elected to staggered two-year terms. The Officers and Directors whose terms ended this month are:

Vice President - Alyson Buchanan

Treasurer - Mary Agudelo

Director - Joan English

Director - Penny Hancock

All 4 board members accepted nominations from Di for another term and all 4 were voted in unanimously.

Agenda Item 2: Recruit volunteers for 2026 Financial Review Committee

After a brief discussion about the requirements for the committee Alyson, Annette and Chris C volunteered to serve.

Agenda Item 3: Western Landscape Symposium sponsorship.

Di reviewed the details about the symposium and directed members to the letter describing this year's event. WLS Donation Letter 2026.pdf It will be held at CSU Pueblo this year on Saturday March 28. Di, Jean and Joan volunteered to work on a table for SHED. The members unanimously voted to approve a $500 sponsorship after a motion by Jan that was seconded by Annette. The deadline for graphics for the handout materials is Feb 6. Christine will pull together materials from last year's flyer and highlight our successful grants program.

Agenda Item 4: Update on 2026 Plant Sale

A walk-thru of the Fine Arts building is scheduled for 11 am on Jan 29 (Thursday). The plant sale committee meetings will begin at the end of January on every other Monday at 1:00 on zoom. The plant sale is Saturday May 9. The plant selection team consists of Rick, Louise and Catherine and will begin reviewing selections soon. The Little Valley catalog is out already. Wild Things is not yet available. Louise asked for recommendations if anyone knows of a local nursery with native plants so we can avoid costly delivery charges. Mary G had some encouraging news about the cash registers for this year. Others noted we need to use existing emails to promote the sale, provide better info on what the money we earn is used for, and engage more with customers during the sale. The PA system we purchased will help with engagement during the sale.

Agenda Item 5: Update on Grants and Scholarships

Bonnie provided an excellent handout reviewing the previous year's activities and results and discussed with the group. Members can read the summary in the Grants and Scholarships folder on the 1SHED drive Grants-ScholarshipsCommittee_AnnualReport_260116.pdf. Alyson noted she will update the website with results of the very successful Freed #1 grant. A new grant request was received from Trees Please for 30 trees on the zoo property to be planted by volunteers and maintained by the zoo. It will be an interesting science project on a different type of tree-root system (air pruned). The board approved the grant unanimously. The Grants committee (Bonnie, Louise and Annette) is working on the procedures to make them more applicable to current needs. They also requested more volunteers to serve on the committee and Jan, Joan, and Eunice agreed to do so.

Agenda Item 6: 2026 Budget

Copies were not provided at the meeting but will be emailed to members. A link to the draft budget is here: 2026DraftBudget_260116.pdfThe budget will need to be updated to include enough money for new signs that use the new logo (which is to be determined as soon as possible). Di also noted that there are 3 grants in the budget for $2,500 each and we will probably leave those as is.

Agenda Item 7: Additional ideas, concerns, business?

No new business was introduced.

The meeting was adjourned at 11:06 am after a motion by Chris that was seconded by Louise and unanimously approved. Our next meeting will be Friday February 20, 2026 at 10:00 am.

Meeting minutes respectfully submitted by Jan Dash.