

**WILLIAMSTOWN GARDEN CLUB
BOARD MEETING
Tuesday, June 19, 2018
1:15 PM at Milne Library**

- A. CALL MEETING TO ORDER: Karen called the meeting to order at 1:30. The following Board members were present: Robin Clutz, Susan Montiel, Karen Pellegrini, Maria Siskind, Anne Tiffany, Joan Wright; guest of Board: Elaine Neely for Sue Metzner (Civic Beautification). Excused were Marilyn Faulkner, Sue Metzner, Pam Turton.
- B. CONFIRM QUORUM (majority of the executive board): a quorum was present.
- C. APPROVAL OF LAST MONTH'S BOARD MEETING MINUTES: the minutes from the meeting on May 8, 2018 were approved.
- D. REPORTS:
1. President's Report (Karen Pellegrini): written report is attached. Highlights:
 - a) STO Garden: Motion made and approved for a \$250 expenditure for STO garden (azaleas). Overall budget for STO garden for this year was \$500, but some expenses will come in the next fiscal year (June 30 fiscal year end). Discussion held re overall budget for STO renovation; Karen shared a preliminary budget of \$2,025, which is being used to apply for the grant. This line item in the budget FY19 will be increased; budget discussions to occur at future meeting.
 - b) Possible scholarship: Susan Montiel to inquire with MGRHS guidance counselors for process for selection of a scholarship recipient and share information with Anne Tiffany.
 - c) Adams Historical Garden tour was enjoyed by 25 members and seemed like a good type of program for the future. Board approved a donation to the Adams Historical Society in the amount of \$100.
 - d) Williamstown Farmer's Market WGC table was very well received and yielded \$139 in donations.
 2. Treasurer's Report (Robin Clutz): Written report was shared; total assets are \$64,176. Berkshire Taconic holds approximately \$39,000 in unrestricted funds; the STO Fund is in addition to that amount and is in a restricted fund. Robin will be going to NH at the end of June. She has agreed that she will complete the year-end financial report as well as the tax return for this year. Susan Montiel will be added to the bank account at Mountain One; Maria was recently added as well. At time of budget discussion, board will consider what amount should be maintained in the checking account.
 3. Programs Report (Joan Wright): November meeting speaker has been arranged, Liliane Jackman from Wilder Hill Gardens in Conway, Mass; topic is "ways to make a garden work for you as you get older" and is scheduled for the Milne Library; Joan to review options for site due to upcoming construction at the Milne. September is still open; Maria will continue to pursue.
 4. Civic Beautification Report (Elaine Neely for Sue Metzner): Field Park looks good, new volunteers. The Board expressed concern about the fact that there was not enough help to plant the planters. Suggestion made that the overall number of planters be reduced and that there be a method to engage members more directly to volunteer for the planter signup.
 5. Membership Report (Karen Pellegrini for Marilyn Faulkner): Two new members. Suggestion made that new members be contacted directly by the president to enlist them as volunteers for the civic beautification committee.

6. Communications Report (Karen Pellegrini for Sue Pike): no report made today. Discussion held about inviting Sue Pike to the regular board meetings.

E. UNFINISHED BUSINESS:

1. Treasurer update:
 - i. appoint Acting Treasurer July 1: Motion made and approved that Susan Montiel take this task on in the interim.
 - ii. search for permanent Treasurer: to continue.
 - iii. tax filings outsourcing: Anne Tiffany will ask Alice "Missy" Young if she is interested/willing.
 - iv. GCFM Grant application due 7/1: Karen will process this with Kathie Jones
2. Honorary and associate membership: postponed
3. Mail Chimp: Karen to discuss directly with Sue Pike offline.
4. Working with Habitat for Humanity next season: postponed

F. NEW BUSINESS:

1. Images Cinema ad renewal for July: to be evaluated; Karen will look at the slide that is currently being used.
2. Invitation to the Hay Days Festival at the Historical Museum (Little Red Schoolhouse) on Aug 19 has been received; WGC will have a table similar to table at the Farmer's Market.
3. Purchase of a "Square" device to accept credit card payments at Fall Plant Sale: consensus of Board is that this is a good move and Maria will investigate further; possibility that Robin will assist as treasurer or assistant treasurer for the plant sale.
4. Signs for Fall Plant Sale 4 – 6 or 8: discussion held re whether the signs should have the date on them or simply state the day of the week. Karen to do some further investigation on sign options.
5. Working Members tee shirts and baseball caps: discussion held about giving a tee-shirt to each new member; this will be the approach going forward. Consensus is that baseball hats are not needed at this time.
6. Replace demolished second container at corner of Whitman St: next year one of the extra WGC containers to be used for this location.
7. Planter on corner of Cole and Mass Aves: Karen will talk to RK Miles about a planter including RK Miles' ongoing maintenance of it.

G. COMMENTS AND QUESTIONS: none

H. NEXT MEETING DATE AND LOCATION: Monday, August 6, 1:15 pm, Milne Library

I. ADJOURNMENT: meeting adjourned at 2:45 pm

Submitted
Susan Montiel
Recording Secretary