

**WILLIAMSTOWN GARDEN CLUB
BOARD OF DIRECTORS MEETING
Friday, May 31, 2019 - 9:30 A.M. at the Milne Public Library**

- A. CALL MEETING TO ORDER: Karen called the meeting to order at 9:40 am. The following Board members were present: Linda Conway, Marilyn Faulkner, Kathy McKnight, Sue Metzner, Susan Montiel, Karen Pellegrini, Sue Pike, Lyn Rork, Maria Siskind, Anne Tiffany; absent: Elaine Neely
- B. CONFIRM QUORUM (minimum of 5 members of the executive board with Kathy/Lyn sharing a vote): a quorum was present.
- C. APPROVE MINUTES FROM PRIOR MEETING: the minutes from the meeting on May 7, 2019 were sent to all Board members by email for review; revised minutes **approved**, no objections.
- D. REPORTS:
1. President's Report (Karen Pellegrini): Karen updated us on the following items:
 - a. Spring plant and bake sale: approximately \$2,600 in income, about 180 perennials were received from Phil Smith; Karen estimates that we had about 400 plants. Phil has suggestions for the STO garden and will work with Bob Kampe on this. Additional items discussed regarding the plant sale:
 - i. Smaller plants may be easier to work with and transport. Herbs were particularly well received and could be started by members in the late winter/early spring. Basil and sunflower seeds in particular grow fast.
 - ii. It would be helpful to give members supplies (pots and sticks) at the April meeting next year in advance of the sale.
 - iii. Our tents were damaged by wind the week before the sale and will need to be replaced; Karen is shopping for this prioritizing durability and ease of setup and breakdown.
 - iv. Helpful for posters to get out a bit earlier; signs identifying the plants at the sale were very helpful; Betty Iannitelli and Deborah Langner have offered to make additional signs.
 - v. Laminated bake sale sign or a banner for the tent would be helpful.
 - vi. Suggestion made that we consult the Massachusetts "do not sell these plants as they are invasive" list to review the plants before the sale.
 - b. Next general meeting is June 11 at Sweetwood, speaker John Parker has declined a payment but has asked that we make a donation to Hancock Shaker Village.
 - c. WGC will have a table at the Williamstown Farmer's Market on June 15 and September 21; August 11, 11-3 is Hay Day at the Historical Museum; Membership/Outreach (Kathy and Lyn) will organize the shifts of volunteers.
 - d. Betty Iannitelli will coordinate the WGC group at the 4th of July parade
 - e. Our August general meeting has been changed to a presentation by Elvira Woodruff, presenting on Tasha Tudor's garden. This meeting will be open to the public. A flower-arranging workshop will be held in the next Garden Club year.
 2. Treasurer's Report (Marilyn Faulkner): Marilyn submitted a treasurer's report showing income and expenses paid through May 28, 2019. Highlights:
 - a. Income: we beat budget on the spring plant sale.
 - b. Expenses: speaker expenses slightly higher.
 - c. Overall we are doing well financially.

- d. Board members are reminded that reimbursement receipts are due immediately so that the records clear for our year-end; we want to know the true costs before the close of our fiscal year.
3. Recording Secretary's Report (Anne Tiffany):
 - a. Anne requested contact information for the Williams Lodge (the Masons) for the purpose of a thank you note.
 - b. Lyn has sent a note to Phil Smith for his generous donation.
 - c. Cynthia Payne will be thanked for her help at the plant sale.
 4. Membership/Outreach Report (Kathy McKnight & Lyn Rork):
 - a. No new members at this time; Kathy is working on a new recruit.
 - b. Brochures are being dropped off at all town realtor offices.
 - c. Club signup sheets were given to Kathy and Lyn in their recruitment efforts.
 - d. A scholarship will be given to MGRHS graduating seniors; discretion has been given to MGRHS Guidance to use their best judgment about one at \$1,00 or two scholarships at \$500 each.
 - e. Suggestion made that we have a Saturday meeting next year to attract a different cohort.
 5. Website/Communications Report (Sue Pike):
 - a. Website updates: Title and speaker for August meeting will be added; it should be stated that it will be open to the public if we have a large enough meeting space.
 6. Programs Report (Linda Conway): Items discussed:
 - a. July 9 garden tour will be sequential, starting with Karen Parker and ending at Sue Metzner's for refreshments. Linda will have balloons at the driveways. Parking instructions will be sent to the membership.
 - b. August 13 program change was discussed during the President's report.
 7. Civic Beautification (Sue Metzner):
 - a. Planting Bridges and Containers: items discussed:
 - i. There was some confusion about the barrels at the Store at Five Corners; Sue has planted them with some extra petunias.
 - ii. Concern was expressed about whether some of the containers on the Village green are in the wrong place.
 - iii. Pots in front of Where'd You Get That are not present and there is uncertainty about where the pots are located.
 - iv. At the top of Spring Street, the town will be building a new planter and has requested that we move the pots. Sue will identify a new location and arrange for the town to move them to the new location.
 - v. The bridge is planted and looks great.
 - vi. Board expressed their confidence in Sue's judgment to address questions about changes to locations and pots.
 - b. Field Park and STO (as reported by Karen):
 - i. Mulch: Countryside's cost is a bit high but they have good quality mulch. Discussion held about whether we should have mulch delivered and distribute it ourselves or whether we should have it done professionally. Sue will obtain an alternative estimate and consult with Karen and they will make a decision.
 - ii. Some new plants will be brought to STO. There is also the need for irrigation;

suggestion made that soaker hoses be used. Bob is working on this with Phil Smith and Alex, the janitor for the Library.

- c. Sue is obtaining water meters to give to the town and post office waterers.
- d. Karen has suggested a written process for the different steps in the annuals, e.g. Setup/Breakdown and Design/Order Plants, and will provide a draft as a starting point for Sue Metzner and Maria Siskind to formalize.

F. UNFINISHED BUSINESS:

- a. Karen is researching bronze plaques for Field Park and STO Library Garden.
- b. Karen is working to update website club history to make necessary corrections; Karen will update us on the progress.
- c. Karen is working on written position and timeline for project responsibilities is requested of all officers and project leaders and will update us.

G. NEW BUSINESS: planned topics were discussed during President's report.

H. COMMENTS AND QUESTIONS: none.

ADJOURNMENT at 11:14 am. Members are reminded that the next Board meeting is on Tuesday, August 6, 2019, 9:30 am at the Williams College Bookstore. The July Board meeting is cancelled.