

**WILLIAMSTOWN GARDEN CLUB
BOARD OF DIRECTORS MEETING
FRIDAY, AUGUST 2, 2019 9:30 am at the WILLIAMS BOOKSTORE**

- 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, Lyn Rork, Maria Siskind, Anne Tiffany; absent: Elaine Neely, Sue Pike.
- 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 31, 2019 were sent to all Board members by email for review; minutes **approved**, no objections.
- D. REPORTS:
 - a) President's Report (Karen Pellegrini): Karen updated us on the following items:
 - 1) Fall Houseplant Sale: Friday Sept 6 at Paresky. We currently have over 200 succulents and 250 containers; we will order at least 100 or more bamboo. We need more houseplants. The planting party/lunch will be in Karen's backyard on August 28 from 9 am to noon. Karen will put out another notice on Constant Contact with details and requesting members to donate plants and cute pots. At the Aug 13th general meeting Karen will also hand out a detailed half-sheet to members as Maria did last year.
 - 2) Publicity: Karen recently posted 2 posters around town: one is for membership which can remain in place (no dates) and the other is for the Aug. 13 general meeting and public program (Tasha Tudor). Similar posters are needed for the November general meeting with Margaret Roach.
 - 3) Equipment: Club has purchased a new tent/canopy with stronger construction to be used at Farmers Market and Hay Day and future sales.
 - 4) Hay Day: preparations are ready for Hay Day Fair on Sunday, August 11. Club will have Kiddie Korn Hole (bean bag) game and small bags of candy for prizes.
 - 5) Nominating Committee: Carol Oshinsky and Judi Summers have been reminded that they need to prepare a slate of candidates for all elected offices for next year. Per our Bylaws, this slate shall be presented to the Executive Board at the September 3rd Board meeting and to the membership one month prior to the Annual Meeting on October 8 at which time the election of officers will take place.
 - 6) Programs: Karen has tentatively arranged for a floral design program for June 9, 2020 with Wendy Hybl Fannin of Hybl Fannin Design. Carol Oshinsky and Karen met her at the recent Greylock Works show and were impressed with her designs. She offered her studio as a possible location for our program; Program committee (Linda) to confirm the details. She is starting to have open studio events on Tuesday evenings, www.hyblfanningdesign.com.
 - 7) Resignation: Elaine has tendered her resignation from the Board due to conflict with board meeting time. She will continue to handle Field Park and will change time for tending next year from 9 am to a later time. Board discussion held regarding scheduling and other options. We will adjust our next meeting time to 1 pm on September 3 and Karen will communicate with Elaine asking her to reconsider.

- b) Treasurer's Report (Marilyn Faulkner): Marilyn submitted a treasurer's report showing income and expenses paid through the end of the fiscal year, June 30, 2019. Highlights:
 - 1) Income: for the year was \$19,131. Memorial donations were unusually high this year.
 - 2) Expenses: for the year was \$16,545 with one check outstanding for \$250 to GCFMA scholarship.
 - 3) Board members are asked to review their anticipated expenses for next year and submit their request to Marilyn. Consideration to be given to moving the annual meeting to an earlier month so that we do our budgeting prior to the start of the new fiscal year. Finance committee will meet to prepare proposed budget for review by this Board. Board members are invited to participate if desired; please let Karen or Marilyn know if you want to join the finance committee.
- c) Programs Report (Linda Conway): Items discussed:
 - 1) July garden tour was very well received. Gift certificate was given to the two hosts to say thank you for hosting us.
 - 2) December luncheon: discussion held about location. Water Street Grill was suggested (location from last year); other sites were discussed. Consensus was to return to Water Street Grill or try the new Williams Inn; Linda will investigate the relative costs and availability and select one.
 - 3) Program costs: suggestion was made that our budget for next year be increased slightly to allow for one more program speaker, averaging about \$300 per program.
 - 4) Program committee structure for next year: Linda is seeking a co-chair at a minimum; Maria has volunteered. Committee will seek new members and consult with Nominating committee.
 - 5) Meeting schedule: suggestion made that next year there be a Saturday meeting with a speaker with a public invitation, possibly the May meeting.
- d) Membership/Outreach Report (Kathy McKnight & Lyn Rork): Hay Day was discussed during President's report. Substitute needed for August general meeting to greet guests and distribute nametags; Kathy and Lyn to arrange a substitute. New members were discussed with plans to distribute membership flyers.
- e) Website/Communications Report (Karen for Sue Pike): Bylaws updates: Karen will clarify whether website bylaws are the current version.
- f) Civic Beautification:
 - 1) Planting Bridges and Containers: Sue Metzner reported on the town plans for new stone planter at top of Spring Street. Overall, this year's planning was difficult due to Town construction. Sue is tracking the use of the "extra" plants for decisions next year. Consensus of all members was that all displays look great this year.
 - 2) Field Park and STO: Karen reported that Field Park looks great. Some new plants are needed. Bronze plaques had been suggested for STO garden and Field Park; Library has approved for STO. Cost is \$150 each for plaques with posts an additional cost; Karen to pursue.
- g) Corresponding Secretary: Anne reported
 - a. North Adams Garden Club former president and WGC member Joan Gniadek has passed and her husband shared a CD of her garden with us. Maria will view it to see if it can be used at a future meeting of the Club.

- b. Long-time member Suki Wilkins is ill and flowers have been sent.

E. NEW BUSINESS:

- a. Position responsibilities for board positions: these will be sent via email to each board member so that each member can edit, correct, update, etc. and return to Karen.
- b. Club history on website: help is requested reviewing and updating. Suggestion made that Club appoint an Historian; suggestion that Nominating committee seek a volunteer.
- c. Club table at Farmer's Market for September is cancelled; insufficient volunteers.
- d. STO Library Garden Revitalization grant: Karen will send letter to GCFMA to finalize grant.
- e. Request for donation by Williamstown Rural Lands Foundation: a letter from WRLF to Sue Metzner was shared with the Board. Threshold question is whether the Board is willing to consider a donation to an outside nonprofit organization. Discussion held; Board's consensus is that Board **is willing** to entertain a request for donation from outside nonprofit organizations. In reviewing such a request, two elements must be reviewed: is the entity a lawful 501(c)(3), and does their charitable mission support the Club's mission? WRLF does meet these standards. Strong consensus was that the Board is willing to consider a request. Karen will meet with WRLF to discuss further.

F. COMMENTS AND QUESTIONS: none.

ADJOURNMENT at 11:19 am. Members are reminded that the next Board meeting is on Tuesday, September 3 at 1 pm (**note new time**), at the Williams College Bookstore.

Submitted by
Susan Purcell Montiel
Recording Secretary