

Needham Garden Club Board Meeting Minutes

April 2, 2019

(19 Board members present)

President Nancy Agler called the meeting to order at 9:37 a.m. She thanked Cathie Cummings for hosting the meeting, along with Bonnie Waters.

Recording Secretary – The minutes from the last Board meeting previously were emailed to the Board. Upon motion voted on by the Board, the minutes were approved.

Corresponding Secretary – On behalf of Corresponding Secretary Cathy MacFarlane, Nancy informed the Board of the recent death of a member's husband, and of a member dealing with health issues.

Treasurer – Due to a computer issue, the March Treasurer's report did not get circulated to all Board members. Martha S will re-send the March report. However, she shared that there was no income for March, and expenses included the club's insurance, as well as \$262 in other expenses (Tri-Club meeting expenditures, Art-in-Bloom reimbursements, and a partial year dues reimbursement.)

Community Outreach – Debbie Wentworth stated that Community Outreach may be slightly over its budget due to the purchase of Revere bowls for Garden Therapy, and the replacement of a rhododendron.

With respect to the Revere bowls, the Board was informed that they worked well for the most recent Garden Therapy program. Discussion included that if next year two Garden Therapies are held at the same location, the Revere bowls be used at one and baskets (several of which are left) be used at the other.

Debbie also shared that the Noanett gold compost will be arriving soon, and help will be needed to spread that at Noyes Garden. It was also mentioned that the crocuses are up at Noyes Garden, but the daffodils have been slow to appear. She suggested that it may be appropriate to plant additional bulbs this fall.

Flower Arranging – Lyn Jekowsky stated that on May 8, starting at 11:00 at Elm Bank, a workshop will be led by Debbie Kraft at which participants will be able to embellish a simple structure with ribbon and chicken wire, and then add flowers to it. Participants can also bring their own materials to embellish the structure. There are currently six spaces still available, which she hopes will be filled when the general club membership signs up. Lyn will notify participants by email of what they should bring (scissors, wire cutters and a bag lunch) and of the cost, which has yet to be determined.

Horticulture – Karen Taggart and Vivian Weller reported that the plant sale will be held Saturday, June 1 at the Congregational Church. After discussion, it was agreed that the sale will run from 9:00 am – 1:00 pm; set up will start around 8:00 or 8:30. Jane L is listed as the contact person for the contract between the church and the Club, and agreed to sign the contract and deliver the \$150 check (to be provided by Martha) to the church. Diana offered to deliver plants locally as she did last year; Anne offered the use of a large wagon to help transport plants. Karen and Vivian will work with Gail on publicity; discussion included the need to get out the word a bit earlier, offering to pick up plants which local residents may wish to donate to the sale (with a request that donations not include invasives), and preparation of a flyer for distribution at various locations around town. The sale also will be publicized on various other sites (FB, Perennial Share, etc.) A clay and seed offering was discussed as being of interest to children, and the pros and cons of offering soil testing also was discussed. The group agreed that planters would be sold, and that used garden-related items – such as

books, tools, plant stands — also would be included in the sale. It was felt that eight tables would be sufficient for the sale; Diana will ensure that the tables are available for set up on Saturday morning at the church.

Hospitality – Mary Toran stated that the Ways & Means Committee is scheduled to host the April 23 General Meeting. A sign up sheet for the Annual Meeting luncheon was circulated.

Membership – Bonnie Waters stated that there are no new members to report on. She also informed the board that two members have resigned/plan to resign.

The Committee will send out a reminder notice concerning membership dues, with the hope of having dues paid by the luncheon in May, and by the July 1 deadline at the latest. Any follow-up calls will be made by the new Committee members.

Newsletter – Jane B informed the Board that the deadline for submissions for the May-June newsletter is April 10th. Submissions can be sent to Carol or Amy, or directly to Jane B, who is preparing the next newsletter.

Nominating – Lynne Braley advised that a list of the Board slate and the committee assignments will be circulated via email to the general club membership by the April meeting date. The Board slate will appear in the May-June newsletter, and will be voted on by the members at the May Annual Meeting.

Program – No update.

Publicity – Gail Davis shared that recent publicity has been good and her efforts to promote events locally through the usual channels will continue.

Ways and Means – Jane Lischewski showed the group four new glass vases; after brief discussion it was agreed that they could be used at the plant sale. Also, after brief discussion, it was agreed that a set of Christmas-themed mugs be saved for the Wreath and Arrangement sale, as they might be useful for small “hostess gift” arrangements. With respect to the Wreath Sale, the group discussed getting larger, more easily readable yard signs for the next sale, and possibly having a small sign add-on to advertise the jewelry sale. Finally, Jane L shared a notebook of organizational materials for the Wreath and Arrangement Sale, which will be passed on to the next Chair(s) of the Committee. Nancy A pointed out that Jane L’s notebook is an excellent example of the detail that the revised committee job descriptions should have, to assist future committee chairs in seamlessly taking over a committee’s work.

Social Media – Nancy A informed the group that garden photos from members’ travels have been added to the website. April gardening updates and other tips have been added as well. Lyn requested that people keep sending her photos for posting on the club’s FB page, especially photos relating to community service, as this is good publicity for the club.

Yearbook – Nancy A shared that she had spoken with the new president of the GCFM and was informed that as of next year, the GCFM will no longer be giving awards for Yearbooks, and all Yearbook information can be placed online. Nancy A also thanked the subcommittee of Cathie C, Nina S, Karen T, Trish C, and Anne C for their time spent re-working the Yearbook and deciding what information should remain in the Yearbook and what placed online on the club’s website. Cathie C shared that among the information to be placed on the website is most of the past Presidents, the

bylaws, and most of the *Unsung Heroes*. Anne C shared that the Yearbook will have a letter in the front with directions about where to find certain information, and the like.

Old Business —

- 1) Committee chairs and officers were reminded that their updated job descriptions should be completed by the May Board meeting. They were asked to be detailed, and to write for someone who has never done the job. Also, the date of the update should be included on the document.
- 2) Committee reports for the Annual Report should be sent to Jane B by April 11.
- 3) Nancy A, Karen T, Cathie C and Jane B have reviewed the bylaws and prepared proposed changes. A hard copy of the proposed changes will be available at the next meeting, and will be circulated to members by email.
- 4) Possible change to the amount of the associate member dues will be revisited in January, in accordance with the bylaws.
- 5) Lyn J and Carole G will lead a team to work on a Christmas tree for the MassHort Festival of Trees. They have decided on a theme based on books by Jan Brett. Other members are welcome to join the effort.

New business –

- 1) Diana made signs for display at general meetings setting forth where additional information about the club can be found.
- 2) It was noted that the library needs a fresh supply of bookmarks for the display on the table. Eileen M will be asked to provide those. Also, the NGC poster that is part of the display needs to be updated to include the FB and website addresses. Nancy G will see that it is updated.
- 3) Nancy A shared that she had spoken with the new GCFM President to see if in future, GCFM programs could be run on days other than our Tuesday meeting days; the president agreed to consider this.
- 4) On May 9 at the Wellesley College Club, the GCFM luncheon will be held, and will feature a design presentation by Sue Kaplan. Nancy A will re-send information about the meeting. The final RSVP deadline is April 24, and checks should be sent to Fawn. From among those Board members present, ten plan to attend. Discussion ensued about the donation for this year's meeting. The GCFM has requested a wrapped "mystery" gift of at least \$25 in value; these "mystery" items will serve as centerpieces this year. Diana agreed to obtain an item(s) suitable for this purpose; it was agreed that the Club would spend up to \$50.
- 5) The Co-Presidents have reviewed potential scholarship recipients. There are few applicants this year. One student who appeared to be suitable as a recipient plans to enter the military next year, as opposed to pursue further education in a related field. Diana will check with Norfolk County Agricultural High School about whether they may have suitable scholarship candidates.

The meeting adjourned at 11:25 a.m.

Respectfully submitted,
Jane Brand, Recording Secretary

Present: Nancy Agler, Lynne Braley, Jane Brand, Anne Carlson, Diana Conroy, Cathie Cummings, Gail Davis, Cathy Flaherty, Nancy Gallerani, Lyn Jekowsky, Lynne Jones, Jane Lischewski, Nina Saltus, Martha Schleck, Karen Taggart, Mary Toran, Bonnie Waters, Vivian Weller and Debbie Wentworth.