

Needham Garden Club Board Minutes
September 11, 2018
(23 Board members present)

President Nancy Agler called the meeting to order at 9:36 a.m. She thanked Gail Davis and Martha Schleck for hosting the meeting.

Recording Secretary – The minutes from the last Board meeting were previously emailed to the Board. Upon vote by the Board, these were approved.

Corresponding Secretary – Corresponding Secretary Cathy MacFarlane informed the Board that she sent a card to Kay Taylor over the summer, and would send a card to the family of former member Geri Gucciani, who passed away, if she is able to obtain an address.

Treasurer – Martha Schleck emailed the Treasurer's Reports for all of the past program year. Martha reiterated that all requests for reimbursement must be accompanied by a pink slip, and reimbursements will no longer be issued without one. She requested that all reimbursement checks be cashed promptly. She also stated that because the garden club is tax exempt, members will not be reimbursed for sales tax on any purchases they make. Discussion ensued concerning the club's tax exempt status, which is through the GCFM. The club is attempting to obtain a copy of its most recent tax exempt letter, as it appears that merchants need to see the enter (and not just be given the tax ID number) for purchases to be made tax free. Nancy expects to soon obtain information about GCFM policies concerning audits and document retention. Vivian Weller offered to perform an audit of the club's books, with Nancy's assistance. Martha also will be present to answer questions which may arise.

The most recent Treasurer's Report, for July-August 2018, showed that the beginning checking account balance was \$20,346.79 and cash on hand was \$280.00, for a total of \$20,626.79. Total income for this period was \$40.00, and total expenses were \$660.53. The ending checking account balance was \$19,726.26 and cash on hand was \$280.00, for a total of \$20,006.26.

Community Outreach – Debbie Wentworth thanked the summer watering brigade, and noted that the library urns are still blooming; they will require watering for a few more weeks. A sign-up sheet for that was circulated. In addition, a sign up sheet for Garden Therapy at Briarwood on October 25 was circulated. Debbie also noted that the library reception area needs an arrangement. Diana thanked Debbie and Lynne for the library arrangements over the summer, and for planting the memorial shrub in Noyes Garden.

Flower Arranging – Lyn Jekowsky and Nina Saltus stated that the first event of the new year is a group design event at the October 16 meeting. The theme is: Dinner for Two in any World City or Region. Four to six member teams will be assigned immediately following the next meeting. A \$25 stipend for flowers will be provided to each team. Only card tables will be allowed. Any team not having access to a card table should notify Lyn, and she will obtain one. Nancy will send another email reminder to members about signing up for this event.

Discussion followed about providing arrangements for the Distinguished Career Day at Needham High School. It is believed that an arrangement will be needed for the podium display, and also for eight tables.

The co-chairs shared that they also are working on plans for a workshop at Elm Bank in May which would incorporate sculpture into floral design, as well as a workshop in March combining recycled materials and small plants into sculptural pieces.

Horticulture – Vivian Weller and Karen Taggart stated that a workshop about plant division is being planned for September 25. This may involve perennials from gardens of several members, such that a “rolling workshop,” running from 10:00 a.m. to noon, may be formed. Details concerning whose gardens/what addresses will follow.

It also was reported that 60 amaryllis bulbs were ordered – 42 for members and 18 for the wreath and arrangement sale. A planting party for the amaryllis bulbs will be scheduled for late October, so that the bulbs will be blooming around Christmas.

For the Horticulture Table at the September meeting, members are asked to bring something from their gardens.

Hospitality – Mary Toran circulated a sign-up sheet for the October luncheon.

Membership – Bonnie Waters reported that three new members have joined the club and need mentors. Cindy Carson will join the Hospitality Committee and will be mentored by Fawn. Anne Brain will join the Outreach Committee and be mentored by Carol Alper. Nancy Jablonsky will join the Ways & Means Committee and will be mentored by Eileen. Two other people expressed an interest in the club via the website – Jen Chai and Lindy Rothlisberger. Anne will follow up with Lindy.

Nancy Gallerani stated that new bookmarks have been made for the library, and are double sided, so not suitable for note-taking.

Mary Jane Casey will be rejoining the club. Her contact info is as follows: 100 Rosemary Way, Apt. 330, Needham 02494; 781-444-1583. Cathy M. will send her a card.

Janet O’Shea’s husband, Arthur, reached out to say that his wife, a former member, is not well, but would like to receive information about the club in paper form. Anne agreed to send a copy of the newsletter, and the yearbook once it is ready. The O’Sheas’ address is 865 Central Ave, Apt. N404, Needham 02492.

Newsletter – Carol Alper was given kudos for the most recent edition of the newsletter. The deadline for the next newsletter is October 10th.

Nominating – No update.

Program – Lori Markell shared that the next speaker will be Evelyn Lee of Butternut Farms, who will prepare three tablescapes, using flowers from her farm. There will be opportunity drawings, and Lori suggested having a jar on the hostess table to use for tickets for the opportunity drawing, so that tickets can be purchased at the start of the meeting, rather than causing disruption while the speaker is presenting. The committee will arrange for a member to serve as hostess for the drawing. It was confirmed that the speaker will start at 10:00, and the library will be open for speakers to set up starting at 8:30 a.m. Lori will confirm that trash barrels, a sign-in table and working microphones will be available at the meeting.

Lori also informed the Board that Temple Beth Shalom is holding an open meeting on Tuesday, Sept. 25 at 7:00 p.m, with Bill Graham as the guest speaker. He will be presenting a new program.

Publicity – Gail Davis thanked Lyn for the Facebook article which was posted. Gail noted that the club has been getting good publicity, with the new board photo being published in the local paper, and information about the upcoming program will appear in the Needham Times, Wicked Local and Hometown Weekly.

Gail initiated discussion about the best way to streamline information about upcoming programs, since it appears that Publicity, Social Media and Newsletter have independently been doing research on guest speakers to enhance the information provided in each of those forums. The Membership Committee also needs a fuller description of programs to provide to prospective members. It was agreed that the Program Committee would provide the speakers' bios to Gail, who will distribute same to the Social Media and Newsletter Committees.

Ways and Means – Jane Lischewski stated the the wreath order is due at the end of the month. Following discussion concerning the wreaths ordered in the past, it was agreed that mixed wreaths (having mixed greens and pine cones) in 12” and 14” sizes would be ordered. At the next meeting, she will pass out some of the 26 bins currently stored in her garage, so that others may share the storage burden. At the Oct 26 meeting, Jane will pass out signs for the wreath sale, which will be updated with the current information. She also has overlays for the large signs. At Diana's request, she agreed that the committee would ensure that an Advent wreath is made for the Congregational Church (the church will pay for same) during the wreath-making workshop. Jane reviewed the schedule for the wreath-making event, which is as follows: Thursday, Nov. 29 – set-up at the church starting at 8:30 a.m., with members' wreath-making that afternoon; Friday, Nov. 30 – all club members make wreaths and arrangements starting in the morning; Saturday, Dec. 1 – wreath and arrangement sale. Nina suggested that someone be assigned to “quality control” at the end of the wreath-making, to ensure that the wreaths are sturdy/decorations have been securely glued or wired. Jane also shared “pine cone zinnias” she had made. The Board was impressed and agreed that they would make nice additions to the arrangements.

Social Media – Nancy Agler stated that the website will be updated once the yearbook has been distributed. There was discussion about deleting the first Facebook page which was started, as there is not really anything there. Lyn has had difficulty doing that, but will try again with assistance from Facebook support.

Yearbook – Cathie Cummings informed the Board that the yearbook is at the printer now, and the Yearbook Committee expects to receive the proof today. If it is satisfactory, it will be printed and the yearbooks will be distributed at the meeting next week, and mailed to those members not in attendance next week.

Old business – Charlotte Terry, the recipient of the Garden Club's scholarship, sent a thank you note to the club which was read to the Board. Gail requested information about Charlotte's high school activities to round out an article about the Garden Club Scholarship.

New business – The Board was informed that due to construction at the high school, some students have been parking in the library lot, and thus there may be fewer spaces available to members. The library plans to have the Needham Police Dept. tow unauthorized vehicles, but carpooling was encouraged. Diana has prepared signs for members to place in their vehicles if they wish, indicating that they are attending a garden club meeting.

The Go Green Initiative was discussed, and various ways in which the club has green practices, or could become greener, were raised. They include not using paper products (other than napkins) at

meetings, not printing paper copies of reports and minutes for meetings, reusing materials and containers for the wreath and arrangements sale, reusing yard signs, using Facebook to advertise events (rather than flyers), using recycled materials for upcoming workshops, and phasing out the paper version of the yearbook (since the information contained in it is available online in the members-only portion of the website).

The meeting adjourned at 11:08 a.m.

Respectfully submitted,
Jane Brand, Recording Secretary

Present: Nancy Agler, Carol Alper, Jane Brand, Anne Carlson, Amy Cicala, Diana Conroy, Cathie Cummings, Gail Davis, Nancy Gallerani, Fawn Hurwitz, Lyn Jekowsky, Lynne Jones, Jane Lischewski, Cathy MacFarlane, Lori Markell, Eileen Mecagni, Nina Saltus, Martha Schleck, Karen Taggart, Mary Toran, Bonnie Waters, Vivian Weller and Debbie Wentworth.