

October 7, 2019

EGC Board Meeting Minutes

The meeting was called to order at 1010 by President Carol Herczeg at her home, 4198 Wildflower Court. In attendance: President, 1st Vice President: Peggy Bertrand, 2nd Vice President: Donna Moore, Treasurer: Helen McLeman and Technology Officer: Susan Garcia.

President Report:

Carol asked board members if they have reviewed their job description sent yesterday by email. All agreed they have. Susan Garcia has offered to post a pdf of EGC bylaws and SOP on the website (Carol will obtain the pdf from Cindy Gibson). Vacancy of Secretary position was discussed. Carol will contact Cindy Gibson to contact Janice Theobald. If Janice Theobald does not wish to be Secretary. Carol will attempt to reassemble nominating committee by 10/8 business meeting.

1st Vice President Report:

Peggy has one more presenter for programs; April presenter will be a Tool sharpener, Ron Hamilton from Razors Edge. He will sharpen tools for members and give a presentation on how to take care of our gardening tools.

We still need speakers for February and March.

Helen recommended Clear Creek extension office and Boulder recycling, or their websites and recommends Peggy call the speakers on their upcoming list for February/March programs.

Winterfest update: Chair person for winter fest was contacted and Peggy is taking EGC application and check to her by hand since the online application/payment was not received.

We need volunteers for winter fest. Helen will make a sign up sheet for volunteer sign up to pass at the 10/8 EGC business meeting.

Winterfest is held from 9-4 on November 9, 2019.

Peggy suggested a no host evening EGC painting event with Kelly Belmont at “Go Paint” “Garden party” custom piece to be chosen by each member at the event. Cost is based on the piece chosen. Date TBD. Peggy will contact Karen to reserve a date - likely in January or February.

## 2nd Vice President Report:

Membership: Membership google sheets is continually being updated. There are 32 membership, new and renewal, payments to date. (There were 88 members last year)

Helen will be at 10/8 welcome desk to remind members of renewals. Absolute cut off for members/businesses to make a new/renewal membership payment to be posted in the directory is 10/30. Donna presented the form letter she created to email businesses to encourage new and renewal for business memberships.

Directory update: Donna has template from Anell and is making changes to the template and is preparing 2019-20 directory. Original photos for the directory should be emailed directly to Donna. “Share Your Garden”, field trip and meeting photos will replace garden tour photos in the new directory.

Carol will email a master list of committee coordinators to Helen and to Donna.

## Treasure Report:

Helen reported US bank’s website has been down intermittently since our last meeting. The app is “temperamentally” working. She has not been able to make transactions electronically. Has had to go to the bank and would like to change banks. Board recommends 1 more meeting with US bank, with an ultimatum, before making a change.

Budget, accounts, income and expenses was reviewed and discussed. Helen has an excel record of all budget ledgers.

Cash Reserve was reviewed and discussed. \$ -1234.00.00 is available for charitable giving based on the calculations.

Helen feels there is a more logical approach to calculating cash reserve and will discuss this with previous treasurer and will determine whether the cash reserve policy should be revised in the bylaws.

King Sooper / Safeway Vouchers: KS's links KS loyalty cards to EGC donations. Safeway card has to be reloaded like a gift card. Helen will print out instructions to be attach to membership applications going forward. She will hand out printed directions at the 10/8 business meeting and will show members how to access a personal KS EGC donation account by applying for Susan Garcia's account tomorrow on the screen for members to follow. The directions will also be posted on the website/ facebook and in the 2019-2020 directory.

#### Secretary Report:

Carol presented in place of secretary since this office is currently not filled. Carol has requested a pdf file of bylaws, SOP and will forward them to Susan Garcia to be posted on the website when they are received. The most current board member job descriptions are on the website.

September board meeting minutes were unanimously approved by the board.

#### Technology Officer Report:

Louise Heern was contacted to identify how she emails the Wild Iris to all members. She copied and pasted a word document of all members from the directory and then adds members as they join. She accesses google sheets to get the new members. Susan Garcia and Donna Moore will make a members email group list and will give Louise the access to make it easier for her.

Susan will remind members of deadline for application to Jefferson County extension Master Gardener program at 10/8 meeting. Susan will print an application for members to review at the meeting. Cost for application was discussed. Course is geared to non- commercial home gardener.

Susan will acknowledge Louise Heern for her contributions to the club at 10/8 meeting. Peggy will send a snail mail acknowledgement and thank you to Leslie Jordan.

Michelle Lewis will be encouraged to take the lead on scanning previous EGC archive books and possibly posting on instagram.

These minutes were reviewed and unanimously approved by the board.