

Board Meeting June 5, 2017

Present: Yen Bachmeier, Kathe Farrell, Ingeborg McGlynn, Nancy Butte, Laura Outsen, Louise Bacigalupi, Toni Buckley

Absent: Sima Talai, Angela Carnegie

The meeting was held at the Bachmeier's residence and was convened by Yen Bachmeier and *Kathe Farrell* at 11:00 am.

1. Budget Proposed and Reviewed

FHGC Budget FY 2017-18

Kathe Farrell presented the proposed FHGC budget for FY 2017-18, relative to the 2016-17 actuals.

Based on a projected membership of 80 members, annual revenue will be \$3281.

Based on administration expenses, regular meeting expenses, holiday expenses, special events, the projected annual expenditures will be \$4695. A decision was made to renew the SF Botanical Society membership for \$60. There are 7 regular meetings planned for which kitchen help will be required. Holiday plans and special events are budgeted according to last year's expenses.

A motion was made (Outsen) and seconded (Bacigalupi) to forward the proposed budget to Council.

Well Fargo Account

The FHGC account has been revised to be a simple business account in order to have less restrictions and fees. A Wells Fargo service fee was reversed, adding \$14 to the FHGC account. *Kathe Farrell* is to inquire about a \$3 charge per deposit per month.

Kathe Farrell presented the Treasurer's report for the month of May. Expenditures were a total of \$983.37. The checking account has a balance of \$5953.99 and the savings account has a balance of \$2397.37 as of June 1, 2017.

A motion was made (McGlynn) and seconded (Bacigalupi) to accept the Treasurer's report for the month of May.

2. FHGC Calendar 2017-18

Yen Bachmeier reviewed the plans for 2017-18. A few dates/events/details were changed or added to the calendar.

Board meeting for September 4 was changed to September 11, 2017 at the Clubhouse.

October 16, 2017 For the General Meeting, a field trip to the SF Botanical Society was planned, instead of the SF MOMA lecture. Yen will ask Eva Monroe to contact the SF Botanical Society.

September 18, 2017 For the General Meeting, chicken salad luncheon is planned. Ingeborg volunteered to make tiramisu for dessert.

November 20, 2017 For the General Meeting, the Bookfest and Food Drive are planned. Yen will contact Neal Sofman.

December 2, 2017 For the Dinner Dance, Yen and Laura will co-chair the event. Knights' catering, acoustic music (possibly piano) and singing (Walter and Rich) are planned. Yen to contact Candace Forest. Theme was not decided.

January 22, 2018 For the General Meeting, a docent presentation by SF MOMA is planned. Contact Eva.

February 19, 2018 For the General Meeting, a lecture by a member of the City College Horticultural Department is anticipated. Ingeborg will contact the Department for potential speakers and topics. One idea is plants for a butterfly garden.

March 17, 2018 The St. Patrick's Day Spring Party will be organized by the Directors.

March 19, 2018 For the General Meeting, the Spring Community Service will be the FHGC Garage Sale at 10 am. Yen, Ingeborg, Nancy and Laura will organize the event. The "cart" will be used for a plant exchange.

April 16, 2018 For the General Meeting, a Spring Floral Arrangement Demonstration is planned and the Board will ask Eva to present.

3. FHGC presence on the FHA newsletter. Kathe has written an article and will submit it to the FHA.

4. FHGC clubhouse usage & etiquette

It is recommended that the condition of the clubhouse main room and kitchen be noted at the beginning of any Garden Club event (chair should take a cell phone photo). At the end of the event, the chair should document (another photo) that all areas have been cleaned, including removing the trash if the bin is full. If there are any problems, they should be brought to the attention of the Clubhouse manager.

Table cloths, flatware and other supplies belonging to the Garden Club should be stored in the storage area designated for the Garden Club.

5. FHGC By-Laws

The current FHGC By-Laws require updating. For instance, the audit scheduled for twice-a-year is too often. Revision TBD.

6. FHGC Website

Yen is planning to update the FHGC website.

7. Adjourn

Yen Bachmeier adjourned the meeting at 1:30 pm.

Minutes prepared by Nancy Butte, recording secretary.