

**FOREST HILL GARDEN CLUB**  
**Board Meeting September 11, 2017**

*Present: Yen Bachmeier, Kathe Farrell, Ingeborg McGlynn, Nancy Butte, Laura Outsen, Louise Bacigalupi, Toni Buckley, Pansy Waller, Maria Elena Hanley, Anna Bolechowski*  
*Absent: Sima Talai, Angela Carnegie*

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

1. Recording Secretary Report (Nancy Butte)

Minutes from June 5<sup>th</sup> Board Meeting were read and approved by the Board.

2. Treasurer's Report (Kathe Farrell)

Botanical Garden Membership (\$70) was paid.

Bank balances for the FHGC savings account (\$2397.55) and checking account (\$5883.99) as of September 1, 2017 were presented.

Wells Fargo account requires a \$3/mo fee for deposits.

FHGC audit was performed. No problems were noted, except for the lack of receipts for the Directors' Luncheon and roses. In the future, everyone was encouraged to save and submit all receipts.

The Board approved the treasurer's report.

3. Financial Secretary Report (Yen Bachmeier)

Membership dues were received from 29 members. Membership chair will remind and encourage membership renewal in the Bulletin.

4. Corresponding Secretary (Laura Outsen)

A condolence letter was sent to Ann Impett (husband Patrick passed away). Laura will send another to John Farrell, FHA President (his father passed away).

5. Clubhouse Kitchen Routine (Kathe Farrell and Anna Bolechowski)

6. Upcoming FHGC Events

a. 09/18 Chicken Salad Luncheon (Louise Bacigalupi)

16 attendees RSVP; telephone committee will call to remind members of the event.

Louise is providing the chicken salad recipe for Yen to give to Marica, and Ingeborg will bring the tiramisu for dessert. Plan on setting up 4-5 tables; Anna to see if there are enough tea and coffee in the cupboard for May, the kitchen helper to set up.

Plant Exchange Cart will be featured at the luncheon.

b. 10/16 Field Trip to SF Botanical Garden (Ingeborg McGlynn)

Ingeborg will make the reservation with the docent in the beginning of October. The meeting place will be arranged. After a one-hour tour, the group can go for coffee at the Museum Café.

c. 11/20 Food Drive and Bookfest (Yen Bachmeier and Toni Buckley)

Yen will confirm the date with Neal Sofman. Susan, his assistant, will be requested as presenter.

For the Food Drive, CASH, CHECKS no CANS please.

#### SELF-FUNDED EVENTS

- d. 10/21 Fall Party (Pansy Waller and Anna Bolechowski)  
Theme – Autumn Party like a German beer fest  
Set-up – long tables, Fall decorations (pumpkins, leaves, apples...)  
Food – possible caterers include Guerra’s, Bi-Rite on 18<sup>th</sup> Street, Spätzle, potato salad  
Music – Germany polka music on Pandora.  
Flier needed by Sept. 20<sup>th</sup> for the Bulletin
  
  - e. 12/02 Holiday Party (Yen Bachmeier, Laura Outsen, Nancy Butte)  
Theme – Evening at Christmas Market (European style)  
Time – 6:30-10:00 pm  
Centerpieces – gingerbread houses  
FHA will provide greenery and Christmas tree  
Catering – Maureen Kelly proposal \$63 per person accepted by Yen.  
Menu –appetizers, starter soup, entrée-braised pork or butternut ravioli, Yukon potatoes, green beans, sundried tomatoes, dessert apple strudel and vanilla ice cream;  
Wine and spirits  
Music – 3 musicians (\$800) contract is still in negotiation  
  
12/01 Wreath Making Day, Deck the Halls (Maria-Elena Hanley)
  
  - f. Old Goat Party  
Date changed to Friday, May 25<sup>th</sup>
  
  - g. FHGC Board Meetings (host)  
October – Donna and Kathe (Clubhouse)  
November – Toni and Pansy (Clubhouse)  
December – no meeting  
January – Ingeborg (Clubhouse)
7. FHGC By-Laws (Yen Bachmeier, Kathe Farrell, Louise Bacigalupi)  
Name – Forest Hill Garden & Social Club (logo unchanged)  
Proposal to perform FHGC audit once annually
  
  8. FHGC Website (Yen Bachmeier)  
Home page has been updated. The website will be changed to post the FHGC calendar, agendas, minutes, events.
  
  9. Adjourn  
  
Yen Bachmeier adjourned the meeting at 12:30 pm.

Minutes prepared by Nancy Butte, recording secretary.