

## Board Meeting November 6, 2017

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

The meeting was held at the FHA Club House and was convened by Yen Bachmeier and *Kathe* Farrell at 11:00 am.

### 1. Recording Secretary Report (Donna Earhart)

Minutes from October 2<sup>nd</sup> Board Meeting were prepared and read by Donna Earhart and approved by the Board.

### 2. Treasurer's Report (Kathe Farrell)

The Treasurer's Report was reviewed by Kathe.

Expenses for the Chicken Salad Luncheon amounted to \$143.52.

Bank balances for the FHGC savings account (\$2397.67 as November 6, 2017) and checking account (\$7168.72 as of October 2, 2017) were presented.

The Board approved the Treasurer's Report.

### 3. Financial Secretary Report (Yen Bachmeier)

Membership dues were received from an additional 10 members. The membership total is currently 69 (our goal is 80 persons; there are 700 households in FH). Board members offered to contact friends whose dues are overdue. A reminder email will be sent to encourage membership renewal. A letter also was sent to the FHA Board encouraging them to attend the Holiday Party and to join the Garden Club.

### 4. Corresponding Secretary (Laura Outsen)

Condolence letters were sent to Pat Olsomendy and Theresa McDonnell.

### 5. House Chairs Report (Nancy Hagosian)

#### a. Clubhouse Kitchen Routine

Tracking the use and cleaning of linen and flatware belonging to the Garden Club has become problematic. Although the Garden Club linen closet is locked, linen and flatware are being utilized by renters, and not always cleaned or returned.

#### b. Linen and Flatware Motion

A motion was made to forbid non-Garden Club members from using the GARDEN CLUB linen and flatware. The lock on the linen closet will be changed and a key given to the President and House Chairs only. The motion was seconded and approved. The FHA Board will be informed of the new policy at the next FHA Board meeting on November 13.

#### c. Hanging Baskets

The soil and plants in the hanging baskets were replenished and the irrigation checked. Within the baskets there remains space for seasonal color.

The maintenance of the FHA Clubhouse garden is the responsibility of the FHA who employs Terra Landscaping. Traditionally, the Garden Club has maintained the garden around the front patio, including the hanging baskets.

### 6. Previous Month's Event Report

On October 16<sup>th</sup>, there was a field trip to the SF Botanical Garden arranged by Ingeborg McGlynn. Eleven members attended and enjoyed the event. Dr. B served as the docent. Refreshments graciously were provided in the home of Yen Bachmeier.

## 7. Upcoming Events

- a. 11/13 Food Drive and Bookfest (Yen Bachmeier and Toni Buckley)  
Yen presented beautiful succulent-decorated pumpkins that will be for sale.  
Refreshments were planned: pumpkin bread, cookies, coffee (Toni, Yen, May)  
Attendance is estimated at 40 persons.  
Bookfest set-up volunteers: Donna, Pansy, Nancy H, Anna, Toni, Yen
- b. 12/01 Wreath Making Day (Maria Elena Henley)  
A co-chair and kitchen help are needed for this event. Volunteers will be sought at the next FHGSC meeting.  
FHA will provide the greens and trees.
- c. 01/22 Bonsai Demo (Yen B, Ingeborg McGlynn)
- d. 02/19 Casanova: The Seduction of Europe- FAMSF docent presentations (Donna Earhart)
- e. 03/24 Rummage Sale (Ingeborg M, Laura O, Nancy B, Yen B)  
The Board debated if we should have the Sale. It was agreed that advertisement should be expanded compared to 2017 event. Possibilities include Craig's List, NextDoor.
- f. 12/02 Holiday Dinner Dance (Yen B, Laura O, Nancy B)  
Theme – Evening at Christmas Market (European style)  
Time – 6:30-10:00 pm  
  
Decorations: Nutcrackers, Gingerbread Houses (9), Greens, Xmas trees inside and outside. Scouts will decorate the outside tree (Nancy H). We will request delivery of the tree and greens on Wednesday, Nov. 29<sup>th</sup> in the morning.  
  
Volunteers will be solicited at the Nov. 13<sup>th</sup> FHGSC meeting for Dec. 1<sup>st</sup> Friday afternoon set-up for the Holiday Party after the Wreath Making (10 am -1 pm).  
Food & Drinks: Knight Catering  
Live entertainment: deposit paid to Band  
Invitations have been sent and RSVPs received from 17 persons.  
Decorations will come down on Sunday, Dec. 3.

## 8. New Business

Issues with the garden drip irrigation and outdoor lighting systems will be brought to the FHA Board meeting by Kathe Farrell.

## 9. Adjourn

Yen Bachmeier adjourned the meeting at 1:00 pm.

Minutes prepared by Nancy Butte, recording secretary.