

## Call to order

Forest Hill Garden Club

Minutes for Monday, October 1, 2018

President [Yen Bachmeier](#) called the meeting to order at 11:20 AM. Yen announced that the locks of the Forest Hill Clubhouse have been changed. A new Lock Box with a key inside has been installed throughout the Clubhouse and the storage sheds. In order to get the key(s) one needs to enter the code.

## Attendees:

[Yen Bachmeier](#), [Kathe Farrell](#), [Ingeborg McGlynn](#), [Darlene Hartman](#), [Pansy Waller](#), [Toni Buckley](#), [Louise Bacigalupi](#), [Anna Bolechowski](#), [Nancy Hagosian](#), [Sima Talai](#), [Angela Carnegie](#), [Clorinda Aldrich](#), [Eva Monroe](#) and [Kathleen Fong](#).

## Members not in attendance

Members not in attendance included [Nancy Butte](#).

## Approval of minutes

The meeting was called to order by [Yen Bachmeier](#) at 11:20 AM. The minutes of September 10, 2018 were approved .

## Reports

[Kathe Farrell](#) presented the Treasurer's Report. Beginning balance as of August 31, 2018 was \$7,359.70. Total Expenditures were - \$403.11. Ending Balance as of October 1, 2018 was \$8,256.59. Savings Account balance as of October 1, 2018 was \$2,398.27. The Checking Account balance was \$5,858.32. The Treasurer's report was approved.

[Yen Bachmeier](#) reported that there are a total of 52 paid members. Yen mentioned that the By-Laws Committee will meet in November. [Eva](#) recommended that the committee review the current By-Laws and to bring changes to the meeting.

[Eva Monroe](#) provided an excellent report on the success of the Chicken Salad Luncheon. She thanked all of the members who helped with the event, especially all of the members on the phone committee. [Eva](#) mentioned that the Chicken Salad was delicious as well as the tiramisu and that the tables looked amazing. There were a total of 30 persons at the event. However, only 24 members had actually sent in or called to say that they were planning to attend. Yen recommended that in the future all members should RSVP either in writing or by calling. [Eva](#) mentioned that RSVPs are important. Yen mentioned that the telephone committee should notify the chair of the event on the number of attendees expected to attend event.

Darlene Hartman recommended that in the future a “Board Report” be prepared by the Chair of the event(s).

Toni Buckley provided the Corresponding Secretary’s report and mentioned that it was very nice to see Ann Impett attending the Chicken Salad Luncheon.

Clubhouse Kitchen Routine - Nancy Hagosian and Anna Bolechowski provided an update on the kitchen routine - the tablecloths for the round tables should to be washed every time they are used and they should be returned to either Nancy or Anna so that they can hang them up in the linen closet. It was also reported that the FHGC knives were missing. It was recommended that a thorough search be made to locate the knives which were stored inside the linen closet. Anna and Nancy will spearhead this effort.

## Upcoming Events on Calendar:

10/15 - Fall Floral Design Demo by Eva Monroe. Eva will do the demonstration of 4 to 5 floral designs. Yen and other FHGC members will set up the tables. Yen will coordinate the setting up the tea tray table and will be asking volunteers to bring food items such as cookies, cheese tray, baguettes and other savory food items.

11/12 - Food Drive and Bookfest will be spearheaded by Toni Buckley. Yen discussed a proposal made by Neal Sofman, the owner of BookShop West Portal to hold the annual Bookfest at his store instead of at the FHA Clubhouse. After some discussion the issue was put into a motion by Yen and the members moved that the Bookfest stay at the FHA Clubhouse. Yen will notify Neal Sofman.

11/30 - Wreath Making Day. The chair for this event will be Kathleen Fong. There will procurement of greens, frames, ribbons, refreshments for Wreath Making Day. The budget for Wreath making and greens is around \$200 but further clarification needs to be made to determine the exact cost of the procurement of the greens, etc.

Yen asked Kathe Farrell to bring up the matter at the next FHA meeting regarding the procurement of the small tree for the inside and the large tree for the front of the Clubhouse.

12/03 - Holiday Party (Sima Talai and Kathe Farrell-) Sima reported that she will be out of town returning in November. The theme will be “Christmas at Forest Hill”. The cost of the event will be \$60 per person for members and \$70 for non- members. Kathe Farrell will take the RSVPs. Sima will prepare all of the food buffet style; wine and drinks will be provided. Sima plans to have Rich Waller will be in charge of bartending with the help of Doug Fong. They will check the cabinet to determine how much liquor is at hand. Sima will procure whatever is needed for the party. Cocktail attire is recommended.

## New business

No new business.

Meeting adjourned at 12:55 PM

Pansy P. Waller

Secretary

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Date of approval