



White City Garden Club, Inc. Board Meeting **MINUTES**

Date: Wednesday, Jan 3, 2024; from 7 - 9pm

Location: Monica's

Regrets: Barbara Mysko

2024 Board (Quorum is 6)

Past President	Joy Dobson
President	Jeff Holland
Vice President	vacant
Treasurer	Monica Reinkens
Secretary	vacant

Members at Large (MAL)

Sandra Gray	Roberta Ekberg
Michelle Bruce	Chuck Brumwell
Barbara Mysko	

Committee Chairs

Program	Joy Dobson
Garden Tour	Jeff Holland
Flower Beds	Roberta Ekberg
Communications	Chuck Brumwell
Done - Bursary	Sandra Gray
Hospitality	Michelle Bruce
Perennial Sale	Chuck Brumwell

Agenda:

1. Call to order at 7: 10 PM
2. Motion to approve the agenda with additions M/S Monica/Joy **CARRIED**
3. Review / Adoption of minutes of:
 - Motion to adopt the minutes of the Nov. 1, 2023, Board Meeting and minutes of the Dec. 2, 2023, email motions: M/S Joy/Roberta **CARRIED**
 - Review of the minutes of the Nov. 15, 2023, AGM
4. Committee Updates
 - a) Program: Joy nil report.
 - b) Garden/Bus Tour: Jeff - Nil report – committee meeting on Jan. 10th
 - c) Flower Beds: Roberta – awarded contract to Sherwood Greenhouses for 2024. They grow the plants. Board agreed the Flower Bed Committee can provide a deposit on the order.
 - d) Perennial Sale: Chuck – nil report
5. Special Project Updates
 - a) Recipes and Tips Book: Michelle – work in progress – target date at printer by end of February.
 - b) Website: Chuck – signed maintenance agreement in place for 2024.

6. Confirm new Board elected at the November 15th, 2023, Annual General Meeting:
It was noted that the 2024 WCGC Board is automatically confirmed immediately after the AGM. Changes to signing authority are underway as per the December Board meeting.
7. Appraise Previous Educational Session
 - AGM and Holiday Social – Positive feedback on the shortness of meeting, and the Trivia Game was enjoyed by all.
8. New Business or Updates:
 - a) Filling the role of Secretary. Chuck to continue for Feb. meeting. Set up document sharing for board members on OneDrive. Volunteers for the Secretary role or to take minutes will be sought.
 - b) RM of Edenwold grant
 - Submit application by Feb. 28th, 2024, for the Web maintenance agreement costs.
 - Monica to check on the submission requirements for the Sask Lotteries Grants.
 - c) 2024 budget: Monica –
 - i. will go through the draft 2023-2024 budget and revise the categories for February meeting and provide a budget update.
 - ii. Recommends closing the Conexus Credit Union account this spring and keeping the account with Cornerstone Credit Union. Set up the email wgcg2011@gmail.com to be used to receive all e-transfers to the Cornerstone account.
 - iii. Will contact ISC regarding deadline and details required for the annual Non-Profit filing
 - d) WCGC credit card- **Motion** that White City Garden Club get a corporate credit card to be used for expenses already in the budget. Michelle / Sandra **CARRIED** Monica will develop a draft set of parameters for the card's use for presentation to the board.
 - e) Bylaw review
 - Bylaw reform: Joy proposed the board consider reassigning some of the Board position duties and reconsider the term duration as it may impact recruitment to the VP, Pres. & Past President roles. **Action:** Joy will circulate a document on things that she identified for discussion in the current Bylaws and requests a fuller discussion at a later Board meeting.
 - f) Arlene's recognition
 - Roberta will meet with White City officials where she will discuss options.
 - g) Location of next Board Meeting
 - Feb 8th not the 7th to achieve quorum at Monica's. Chuck will do minutes and Joy will chair if Jeff is not present.

9. Education session task confirmation:

a) **Modify the Agenda template to place this item at the beginning of the meeting, with the Budget second.**

Activity	Assigned To	Name
Bio and contact info to Secretary and Treasurer	Host	Michelle
Ensure venue booked (if applicable)	Program Chair	Joy
Create advertising		Chuck
Purchase door prize	Hospitality	Michelle
Send picture of prize to President for scrolling slides	Hospitality	Michelle
Send messages to President for inclusion in scrolling slides	Committee Chairs	Everyone
Update scrolling slides to play before meeting <ul style="list-style-type: none"> whitecitygardenclub.ca Communities in Bloom: orange in honour of Indigenous communities 	President	Jeff
Update membership list; and bring to venue	Vice President	(via Jeff)
Meeting package (name tags, marker, etc.)		Sandra
Bring laptop, etc.		Chuck
Start meeting, give opening remarks, hand over to Host	President	Jeff
Introduce Speaker at session, and thank Speaker	Host	Michelle
Conduct draw (wheel of names or other method)	Hospitality	Sandra
Create honorarium cheque or e-transfer (or gift) Bring cash box and cheque for room rental)	Treasurer	Monica
Send thank you note to speaker	Host	Michelle
Special requirements? <ul style="list-style-type: none"> Hybrid session so book Zoom 	Jeff	

Educational Sessions

<ul style="list-style-type: none"> ● Jan 10: Flower Arranging ● Feb 15: Tools & Gadgets (Thursday) ● Mar 13: Do/Don't Squish Me ● Apr 10: Nutrition from home-grown ● May 8: White Gardens 	<ul style="list-style-type: none"> ● Jun 12: Rain & Irrigation ● Sep 11: Herbs & Tasting Fair ● Oct 9: Succulents ● Nov 20: AGM & Holiday Social
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Board Meetings:	
<ul style="list-style-type: none"> ● Jan 3, 2024; 07:00 PM ● Feb 7, 2024; 07:00 PM ● Mar 6, 2024; 07:00 PM ● Apr 3, 2024; 07:00 PM ● May 1, 2024; 07:00 PM 	<ul style="list-style-type: none"> ● Jun 5, 2024; 07:00 PM ● Sep 4, 2024; 07:00 PM ● Oct 2, 2024; 07:00 PM ● Nov 6, 2024; 07:00 PM ●

10. Motion to adjourn at by Joy at 9:07 PM.