

Agenda - Board Meeting



Date: Sep 4, 2024, 7-9pm

Location:

Board (Quorum: 5)		Members at Large (MAL):		Committee Chairs	
Past President:	Joy Dobson	Sandra Gray	Roberta Ekberg	Program:	Joy Dobson
President:	Jeff Holland	Michelle Bruce	Chuck Brumwell	Communications:	Chuck Brumwell
Vice President:	Donnaleen Bowns	Barbara Mysko		Hospitality:	Michelle Bruce
Treasurer:	Monica Reinkens			Garden/Bus Tour:	Jeff Holland
Secretary:	vacant (rotate)			Perennial Sale:	Chuck Brumwell
				Flower Beds:	Roberta Ekberg

Standing Items

1. Call to Order (Chair – 7:10) All present except Donnaleen and Roberta
2. Agenda Additions and Approval M/S Barb/Joy
3. Adoption of Previous Board Minutes M/S Joy/Barb carried
4. Budget / Financial Update (Monica)
 - Financial report and budget documents submitted
 - RM grant, Sask Lotteries, and RM Flowerbed money has been received. Committees need to set budget and send to Monica for discussion at October Board Meeting.
 - Conexus account will be closed.
 - Discussion:
 - Fees are to remain at \$25.00
 - Should we continue to apply for grants in the same amount when we have a healthy bank balance? Possibly ask for a reduced amount to keep our name in application process.
 - -Deadlines for RM grant is Feb. WC's deadline is in the spring
 - -encourage members to apply for scholarships
 - -Cookbooks haven't been invoiced yet. Michelle will ask for an invoice.
5. Education Session (Joy)
 - Date, Topic, Speaker: Sep 11, Drying Herbs / Show & Tell, Helen Hugh/ Member's Show and Share
 - Host: Joy will also do announcements
 - Special Requirements:
 - Every board member strongly encouraged to bring something
 - Door Prize will include Recipe book.
 - Helen has declined honorarium. We will give her a recipe book
 - Michelle will be at Show and Share table as guests arrive. She will give out cards to place in front of members displays
 - Discussion: When presenter declines honorarium, should we donate to a charity?
 - Next Session, Host: Succulents, Jeff
 - a) Possibly a hands-on workshop presented by Sherwood Greenhouse
 - Appraise Previous Session: Rain Catchment – Richard Flaman
 - a) -entertaining, neat to see the process
 - Note: Presentation info needs to be to Chuck by the 18th of the previous month so it can be submitted

6. Next Board Meeting – Host – Chuck Secretary - Barb

Decision Items

7. Fill-in for tardy Jeff for rest of year
- Decision: Joy will introduce speakers and do announcements at education sessions.
 - Board meeting host will cover Board meeting until Jeff arrives.
8. Community Board on new website (e.g. – member post plants to give away)
- Decision: Chuck will communicate with Jordon about what is involved in establishing a private member’s portal. Discussion about website portal vs Private Facebook group for conveying information within membership. Facebook may be an easier option as the technology is already there, but it would mean it would be exclusive to Facebook members. Key principles required would be low maintenance and privacy of members.
9. Ideas to utilize surplus funds
- Cater meal for AGM (out of next year’s budget (members in favour)
 - Sherwood Greenhouse Succulent workshop for October meeting. Free for members No formal door prize as each member will take home their succulent. (members in favour) Decision: Michelle will contact Sherwood.
 - Book a named presenter such as Lynden Penner for an education session. Drop in extra cost. (members in favour)
 - Discussion possibly increasing honorariums for presenters. We must be mindful of Regina Horticultural Club’s honorarium rates. Possibly provide extra fund for travelling out from the city. Possibly donating to a charity when honorarium is declined. (varying opinions)
 - Scholarship given as a door prize at meetings to be used within 1 year. Will be paid once class has been taken. 5 scholarships to be given. Decision: Michelle will write it up. Barb will review the wording. (members in favour)
 - A memorial Bursary could be revisited. Discussion on funding – possibly through an investment that would make the bursary self-sustaining. Decision: Sandra and Monica will meet to review bursary program and report at the October meeting.
10. Unclaimed Co-op gift cards (by volunteers)
- Decision: Sandra will bring remaining cards to education sessions and give out at the door. Cards that aren’t distributed by AGM will be hand delivered or mailed.
11. Coop Recognition
- Decision: Chuck will recognize Coops gift card contribution.
12. New Business Arising
- N/A

Information / Updates Items (All - 5 minutes)Committees

- Flowerbed: Cleanup is Tuesday., October 8, starting at WC drive @ 7:00 and then moving to EP Road. Alternate date is Thurs, Oct 10.
 - Cookbook: 25 books left
13. Special Project
- Arlene’s Recognition:
 - Nice event, tree and bench are lovely
14. Adjourn 8:45 Joy

Appendix

Educational Sessions:	
<ul style="list-style-type: none"> ● Jan 10: Flower Arranging ● Feb 15: Tools & Gadgets ● Mar 13: Do/Don't Squish Me ● Apr 10: Nutrition ● 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
Board Meetings:	
<ul style="list-style-type: none"> ● Jan 3, 2024; 07:00 PM ● Feb 8, 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 ● Nov 20, 2024 (AGM)

Education Session Task	Assigned To
Send bio and contact info to Secretary and Treasurer	Host
Create advertising	Secretary
Purchase door prize	Hospitality
Send scrolling slide messages to President	Committee Chairs
Develop scrolling slides	President
Bring update membership list	Membership
Bring meeting package (name tags, marker, etc.)	
Bring laptop, etc.	
Prepare Speaker introduce	Host
Prepare to conduct door prize draw	Hospitality
Create honorarium cheque or e-transfer	Treasurer
Prepare cheque for room rental	Treasurer
Send thank you note to speaker	Host