MAHTOMEDI GARDEN CLUB MEETING
November 28, 2018 5:30 Mahtomedi City Hall

Attending: Jackie Metelak, Kathy Jennings, Mary Berg, Kay Martin, Jean Melancon, Jane Pazlar, Jean Zlonis, Susan Warweg, Mary Kiel, Jane Harper Cheryl Frey

I. The meeting was called to order by the Chair

II. The minutes from the September 24, 2018 meeting were approved. A motion was made by Jean Melancon, seconded by Kathy Jennings and unanimously approved.

III. BOD transitions

- Thank you to our outgoing directors: Mary Berg Treasurer, Jean Melancon, Jane Pazlar and Kathy Jennings Members at Large
- Welcome to Jane Harper, Treasurer, Mary Berg, Member at Large and Treasurer's assistant and Gayle Huseth, Member at Large
- Members discussed the transition of BOD members being closer to the election in November. BOD members agreed that new Board members be invited to the November meeting and the formal transition take place in January.

IV. 75TH Anniversary Committee report/recommendations – Report prepared by Jackie Metelak (Summary of two meetings since last BOD meetings)

At our Oct. 25th and Nov. 15th meetings, it was determined that the cost of putting in the proposed garden designed by Tricia McCabe and the sculpture by Sara Balbin of Dragonfly Studio would come in far over our budget of $5,000.

At that time, it was decided to scale back the project. A recommendation was made to install a plaque to recognize the garden club's founding date of 1943, and to plant climbing vines (Lonicera sempervirens – Honeysuckle vine) at the base of the two arbors in Veterans Memorial Park. In the meantime, we will further investigate the long-term vision the City has for the park, and how our garden club might better fit into a more comprehensive and cohesive design.

Costing is being done on an upright rock with the inscription of *Mahtomedi Garden Club, Founded in 1943.* The plan is for the rock to be placed in the raised bed around the big sign.

It has been brought to our attention that Stillwater Road will be rebuilt in 2019 from Wildwood Road to Hilton Trail. Decorative streetlights similar to the ones along Long Lake Rd are being proposed (each streetlight costs $36,000) and will be installed provided the 22% of the cost of 36 lights (roughly $72,000) is raised locally and privately. The remaining funds for the lights will be funded with state road funds. These streetlights can accommodate banners and hanging planters, and would be a lovely way to help beautify our community. The city is asking for any level of pledge, but donations at the $2,500 level will be recognized with a plaque on a streetlight.

The 75th Anniversary Memorial Committee at this time supports and proposes using $2,500 of our funds towards a decorative streetlight.

A motion was made by Jeane Z to approve spending $2500 for the decorative streetlight as well as the plaque and vines. Susan W seconded the motion. The motion carried.

V. Bylaws /Policy change recommendations.
Several minor changes to the Bylaws were proposed. They are attached. The proposed changes will be sent to the membership for review and approval. The proposed changes include fixing an error in the composition of the BOD, Budget approval requirements, and a policy for Grant Cost Overruns and Discretionary Spending. These changes will reside in an Operational Policy Book.

Procedure for Soliciting Request : While there will be no formal grant application for these funds, we would like to encourage members to think of projects they would like to see in the community. A member would provide a summary of their proposal and the projected cost estimate.
Requests for the use of discretionary funds shall be submitted to the President, The President will consult the Grant Committee Co Chairs and the Treasurer prior to recommending the expenditure to the BOD.
Decision making policy changed to; If a request comes, the BOD will review it, and vote on the expenditures from the budget.
A motion was made by Jean M and seconded by Kathy to approve the above noted areas. BOD approved the motion.

VI. Archive Committee – Kay Martin reporting. Club data will be scanned. Cheryl Frey is leading the project. The WBL Historical Society will store the Club archive data. The Club charter will be photo copied and the original stored. Expenses for the project will come out of miscellaneous expenses.

VII. Committee changes and needs Mary reporting

- Cheryl Frey and Jane Harper will be the co chairs for the Plant Sale
- Jane Pazlar and Jean Melancon are stepping down from Membership. We need one or two people to manage renewals and the e directory. A volunteer is needed who has Xcel spread sheet skills. 50% of the Club membership has renewed. A reminder will be sent to those not renewing to do so by January 1 . Jean will send an e mail. Should their information not be in by January 1 their membership will be dropped.
- Shari Hamilton and Mary Kiel are stepping down from Inspired by Nature. A project lead is needed. The WBL Center for the Arts would like to partner with us. Mary K said she would do a job description for the volunteer. Jean M will refer potential member names.

VIII. Membership Committee – Jean Melancon and Jane Pazlar

- A recap of the committee activities since the last BOD include; modifications to the MGC new member/member renewal form , modifications to the E Directory data base Excel spreadsheet, collecting renewals for 2019. Membership renewal notices will be sent out in December with Dec. 22 due date. Jane, will call members not responding reminding them of the payment by year end.
- Committee plans for 2019 include the following; transitioning membership activities to the next Membership Committee Chair. Recommendations for Stream lining the process were reviewed. Supporting the proposed changes to the dues structure that were detailed in an August 2018 document to the BOD .

- Membership Handbook Update - Jane and Jean are working on updating the 2015 Edition that is currently filed on Facebook. BOD is asked to forward outstanding items for change to Jane by December 31.
- Technology platform research. Jean will work with Mary on platform systems ex. Web site, member information, software, Facebook etc.

IX. Club Activities. Jackie Metelak

- December is wreath making
- January is Lynn Steiner on Natives
- February Outreach- The speaker is Debbie Lonnee from Bailey Nursery. Her topic is New Varieties of Annuals, Perennials and Woody Plants. Her fee is $200. Mary Kiel, Diane Timmer and Jackie Metelak have reviewed the use of space for the Outreach event. This year we have reserved the Gym in addition to room #103. We will have exhibit tables and refreshments in the gym. A small silent auction can be placed in the entry area between the check in table and the gym. Having the exhibit tables, refreshments and auction located elsewhere will allow room for additional seating and for spacing out the chairs for improved viewing of the speaker and screen. Room #103 also has a projector screen on the west wall. This screen is a little higher.
- Silent Auction - There will be an informal silent auction with a few items. Cheryl has a form to complete for donated items.
- Meeting Review – BOD members support the format and process the meeting was conducted in.
- The next BOD meeting is **April 8, 2019 at 5:30.** We will try to schedule the meeting at the Town Hall.
- The Grant Committee meets **April 3,2019** The Board will approve the grants at the April 8th meeting.
- Full Club meeting **4/10/2018 6pm.**

A motion was made by Jackie and seconded by Jane P to adjourn.

Minutes submitted by; Susan Warweg,Secretary