

**Lake Forest Garden Club**  
**Board Meeting**  
**November 4, 2022—Draft**

**Attendees:**

17 attendees: Pat Chong, JoAnne Gillespie, Linda Martin, Nadine Melberg, Diane Boeck, Noel DeSota, Rita Bradley, Virginia Heard, Carol Giovinazzo, Anne Breuer, Latha Kumar, Cheryl Weaver, Beverly Vargish, Pat Piecuch, Sandy Ueck, Barbara Foster, and Roxie Aird.

The meeting was called to order at 9:06 a.m. by President Pat Chong.

**October Minutes:**

The October Board Meeting Minutes were approved.

**Treasurer's Report:**

JoAnne Gillespie reported the October 1 opening balance was \$17,461.75. Deposits totaled \$313.00. Checks and withdrawals totaled \$402.54. The closing balance on September 30 was \$17,372.21, less \$4000 for the community project, leaving total unrestricted funds of \$13,372.21.

**Committee Reports**

**Hospice:**

Nadine Melberg reported that volunteers at the October meeting prepared seventeen hospice arrangements, and ten arrangements for members and the Beach and Tennis Club. She needs donations of vases, and reminded the board that there will be no hospice arrangements in December. She also noted that a new member helped her collect a donated arrangement from a local mortuary that was used in the floral arrangements.

**Newsletter/Website:**

Latha Kumar reported that she changed the LFGC Facebook cover page, and will begin posting on the page the week of November 7. She will write an email alerting members to the Facebook page. Latha is meeting with other volunteers about the redesign of the website next week. She asked that newsletter articles be sent first to Ginny Heard and Pat Chong. Ginny will send them on to Latha.

**Club Liaison:**

Carol Giovinazzo asked for suggestions about the table set-up for the December meeting, and about where to position a table for the opportunity drawing at future meetings. The table will be next to the Garden Exchange table.

**Hospitality:**

Cheryl Weaver will place a thank you in the newsletter acknowledging member donations of food and supplies. The November snacks will include yogurt, granola and fruit. Following discussion about table decorations for the December Potluck, it was decided that all the members will be asked to bring table

décor rather than have a single member sign up to decorate an entire table. As a small fundraiser, LFGC will purchase poinsettias as table décor. Each table will have an envelope with raffle tickets, and those sitting at the table can purchase a ticket to win the poinsettia.

#### **Publicity/Crafts:**

Noel DeSota reported that she was disappointed with sign-ups for the craft projects planned for upcoming meetings. She and Ginny will proceed with the craft before the November meeting, hoping for last-minute sign-ups.

#### **Corresponding Secretary:**

Pat Piecuch reported that she has sent 28 cards to members, including sympathy cards following six deaths. The club has received three thank you notes in response.

#### **Preschool Garden/Greeters:**

Bev Vargish reported there are still some aprons left to sell, and she expressed thanks to new members who stepped up to help at the greeters table.

#### **Membership:**

Rita Bradley reported that she attended the recent CGCI meeting in Mission Viejo, and brought back cards that CGCI provides which describe the activities and philanthropy of CGCI member garden clubs. The cards have space on the reverse side for LFGC's contact information. She felt the cards would be nice to hand out to new members. Labels could be printed to paste on the cards.

#### **Programs:**

Sandy Ueck reported that the November program will feature Brian Hale, and the December program will feature singer Kim Beaney.

#### **Ways and Means:**

Anne Breuer reported that the opportunity drawing at the October General meeting generated \$65. The first succulent planting workshop was set for Tuesday November 8, but might need to be rescheduled due to rain. Ten bags of soil were donated for planting events. The second planting workshop will be in January. Anne will not be at the November General Meeting. She will see if Marilyn can attend to report on Ways and Means.

Anne passed around a sample donation request letter and a sample donation thank you letter. She asked the board to review them for any possible edits or amendments.

#### **Communications:**

Ginny Heard reminded the board that the budget must be voted upon at the next General Meeting. If there are fewer than 50 members present, the budget will need to be sent out electronically for member approval. She said the daffodil bulbs sale at the October meeting went well. The bulbs were sold at cost to members. She will ask members to send photos of the bulbs in bloom for the newsletter.

#### **Parliamentarian:**

Barbara Foster reminded board members to think about whether they wish to stay in their committee position the following year. She reminded the Executive Board that their two-year positions were ending

and to start looking for replacements. She also noted that the second LFGC book club was starting up again and to contact her if interested.

### **Unfinished Business**

#### **Ecology Center Field Trip:**

The trip is set for November 15. The Ecology Center prefers a donation of \$10 per person for the tour. Discussion followed about whether the club or individual attendees should pay the donation. Barbara Foster made the following motion:

**Motion:** The Lake Forest Garden Club shall pay the \$10 per member donation to the Ecology\_Center.

Noel De Sota seconded the motion. The motion passed.

The board decided to take the donation expenses from the Scholarship Funds budget category.

### **New Business:**

The treasurer reminded the board that she needs certain forms completed for the insurance company to issue the certificate of liability.

Ginny Heard suggested that Membership keep a running MSWord document with new members' contact information, and that the document be sent out quarterly with the General Meeting Minutes to all members. Members can add the information to their Member Directory. The new members will also be listed in the newsletter.

Noel De Sota said she will check the storage unit for LFGC business cards that could be handed out to potential members.

The meeting adjourned at 10:17 a.m.

The next General Meeting will be held on November 18 with the social hour beginning at 9:30 a.m. There will be no Board Meeting in December. The next Board Meeting will be January 6, 2023. Both meetings will be held at the Beach and Tennis Club.

Respectfully Submitted,

**Roxie Aird**

Roxie Aird, Recording Secretary