

GCH Board Meeting Minutes
April 18, 2023
Meeting held at the home of Claire Burnett

Call to order at 11:50 AM by Claire Burnett

Present: Claire Burnett, Susie Barney, Mally Cox-Chapman, Marnie Greenwood, Mary Ann Haar, Marcia Hall, Carrie Hammond, Jan Hickcox, Susan Izard, Kelly Jarvis, Marian Kellner, Mem Morrissey, Katie Nixon, Kristen Renehan, Sally Richter, Pat Salner, Katy Sargent, Mara Sfara, Donna Stout, Margaret Szerejko

A motion to accept the March 21, 2023 Board meeting minutes was made, seconded and approved.

President's Remarks - Claire Burnett

1. **Zone II to be Featured in June eNews:** Zone II photographs will be showcased in the June eNews. They are looking for lots of seasonally appropriate photographs represented by lots of Zone II photographers. I would like to encourage our club members and committees to submit photos, including the 2023 Bloomography photos for this special issue of eNews. Please see attached instructions.
2. **Upcoming Virtual Event:** Reminder about "The GCA's Role in Saving the World" is a Joint Library Book Club and Garden History & Design Event featuring Doug Tallamy on Thursday, April 20, 2023, from 2:00pm - 3:00pm Eastern via Zoom. Doug's fundamental message is that gardeners can and will change the world by providing food for the insects and birds indigenous to their distinct ecosystems. See the GCA website for details.
3. **Annual Reports:** Committee Chairs are reminded to send electronic copies of their annual reports to Claire Burnett and Nora Howard. Please bring to printed copies of your reports as well.

Committee Reports:

Scholarship - Sally Richter

The Scholarship Committee has reviewed the Hartford Promise's recommendation of their Scholar, Sabrina Green, a current sophomore at Rochester Institute of Technology. Attached are her resume and letter.

The committee proposes a **motion** that the Garden Club of Hartford award our \$1,000 scholarship to Sabrina Green for 2023-24. The motion was seconded, and passed.

Membership - Pat Salner

Membership changes:

Susan Stover, an affiliate member, has submitted her resignation from GCH. A **motion** to accept her resignation, with regret, was made, seconded and approved.

Lisa Aldridge, an active member for 19 years, has recently been unable to participate as an active member, for personal reasons. She has requested a change in status of her membership.

After some discussion, a **motion** was made that the board consider granting a Leave of Absence (LOA) to members, who, under certain circumstances, are temporarily unable to fulfill their duties as a member, but wish to remain a part of the club. A LOA could be granted after the member presents his/her situation to the president. This policy would not require a by-laws change, but a statement could be included under Article III, Membership, that explains the option for a LOA if necessary. This motion was seconded and approved.

The option of an LOA will be offered to Lisa Aldridge.

At the January 2022 Board meeting, the committee presented the concept of accepting applications for active membership to the GCH on a rolling basis, instead of the once-a-year timeframe that currently exists. The once a year process is a tradition, not a by-law, and was established so GCH and CVGC were in sync, in case a prospect was being considered by both clubs. CVGC has had rolling admissions for a few years, so the original reason for the once-a-year admission no longer exists. Many GCA clubs have rolling admissions. The issue with dues and payments to GCA and Federated can be managed. We have a few people, great prospective candidates, who are ready to join the active corps of GCH. We have the room to admit energetic and interested people who want to be active participants in GCH.

After some discussion of the pros and cons of rolling admissions, it was decided, in the interest of time, to reopen the discussion at the May Board meeting.

Civic Projects - Katie Nixon

In the interest of time, discussion will be deferred to the May meeting.

Photo Archive Proposal - Claire Burnett, Susan Rathgeber, Susie Barney, With assistance from Bob Burnett

Task: The committee was tasked with organizing and creating a photo archive to store important photographs from our committee competitions, meetings, events, that previously were printed and stored at in the GCH archives at the Connecticut Historical

Society. We met over the course of three months setting up an organization model, creating photography guidelines, developing labeling protocols and researching and selecting a host site for the archive.

Accomplished to date:

1. Host Committee and Committee and Special Events guidelines were drafted and shared with club members, are posted on the website, and have been distributed with monthly head host instructions.
2. A photo labeling PowerPoint was created and shared with club members at the March General Meeting. An email address for receiving submitted photos was set up from our Hostmonster account, photos@gchartford.org.
3. We have selected a photo batch labeling open-source program called IrfanView which allows the archive manager to batch label with the event name, date and photographer's names.
4. A photo repository was researched and selected, Smugmug, at a cost of \$110 per year for the basic plan which includes unlimited storage, privacy controls, and 24/7 live support. We applied for but were declined a free non-profit rate but will receive a discount of 50% for the first year.
5. A folder hierarchy was established for organizing photos on the site (please see below).
6. A sample archive was created in Smugmug. Bob Burnett presented the sample archive digitally at our April 2023 Board meeting (today) This archive can be accessed either through a web browser or on a new tab off of the member section of the GCH website.
7. The committee is proposing that we establish the archive using SmugMug as our photo repository and create a new position under Historian or Communications Committee for a Photo Archive manager.

After viewing the sample archive, a **motion** was made to select Smugmug as the GCH photo repository program, currently budgeted at a cost of \$110.00/year. The motion was seconded and approved.

A **motion** was made to create a position of "Photo Archive Manager" under the direction of the Historian committee. The motion was seconded and approved.

Social Media - Claire proposed that the GCH considers establishing an Instagram account as an additional way of sharing club related photos. The issues around this, such as a need for a manager of the account, and the need for privacy and security were raised. It was suggested that we investigate how other clubs handle this. No motion to establish an account was made at this time.

Treasurer's Report - Kelly Jarvis

The proposed GCH 2023/2024 budget was presented and is attached.

- Costs are rising and the amounts of money we have traditionally provided for members expenses , such as attendance at the NAL conference and other national meetings, no longer covers the costs. Historically, the members have been expected to make up the difference. After a brief discussion, given our current budget, it was felt that this expectation is not unreasonable.
- We have a good amount of money in the Perennial Fund that is currently sitting idle. We should consider investing some of that money in CDs or T Bills.
- Historically, we have taken \$500.00/year out of the Perennial Fund and given it to Programs. We should consider giving more money to Programs to support our excellent speakers.
- Mary Ann Haar's proposal for increased funding to purchase quality display tools (pedestals, modular screens, large containers) which could be used for many GCH functions, was discussed. The possibility of partnering with other GCA clubs in the area, to share in the expense, was raised and Mary Ann will look into this.

A **motion** to invest the money from the Perennial Fund, at the discretion of the GCH Treasurer, was made, seconded and passed.

A **motion** was made to raise the amount of Perennial Fund money available to Programs from \$500.00 annually to \$2000.00 annually. The motion was seconded, and passed.

A **motion** to accept the GCH 2023/2024 proposed budget was made, seconded, and passed.

It was voted on and approved this year at the April, 2023 Board Meeting to put excess monies not needed for the year into Bank of America CD's in order to collect approximately \$1,500 in interest for the clubs accounts this year. The Treasurer, Kelly Jarvis, purchased the following CD's at Bank of America:

\$5,000.00 13 month CD in Carry Over Account
\$10,000.00 13 month CD in Main Checking Account
\$18,000.00 13 month CD in Perennial Fund
\$10,000.00 7 month CD in Community Fund

Nominating

Kelly Jarvis has served as Treasurer for 3 years and will not be continuing as Treasurer for 2023/24.

Briann Greenfield has been nominated to serve as GCH Treasurer for 2023/2025, continuing in her post at the crossover.

A **motion** was made to accept Briann Greenfield as the 2023/2025 GCH Treasurer . The motion was seconded and approved.

Other Business

Several of the new members of the GCH were introduced and welcomed. Amanda Layden, Jilly Walsh, Al Gatti, Marnie Rubin, Jill Peters-Gee, were present, Tracy Payne was present via Zoom. Sarah Dryer and Linda Alexander were unable to attend.

All the committee chairs present introduced themselves to the new members and gave a brief description of their committees.

The meeting was adjourned at 1:00 PM

A welcome luncheon for the new members followed the meeting

Respectfully submitted,
Margaret Szerejko,
Recording Secretary

Attachments follow

Sabrina Green

Hartford Promise Scholar

Sabrina Green

860-480-7016

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30 March 2023

Garden Club of Hartford Scholarship

Dear Scholarship Committee,

I am writing to express my interest in the Garden Club of Hartford Scholarship. I'm excited to apply for an opportunity to pursue my academic and career goals with the help of this scholarship.

My name is Sabrina Green. I'm a current Hartford Promise Scholar who graduated from Bulkeley High School as a salutatorian in May 2021. I'm currently a sophomore at the Rochester Institute of Technology (RIT) and working towards developing a degree unique to my interest in the School of Individualized Studies (SOIS). My concentrations are Environmental Science, Sustainable Management, and Policy.

My goal is to acquire the knowledge necessary to successfully pursue a career as an Environmental Consultant after graduation. My overarching life goal is to reduce the harmful impacts of waste by encouraging shifts in human behavior that are beneficial to society and the economy. After gaining years of experience in my field, I hope to open a firm of my own to work with different organizations on how to be sustainable while maximizing profits.

My interest in pushing for sustainability stems from the problems we're currently facing with environmental injustice. These experiences have fueled my passion for environmental protection and inspired me to pursue a degree in Environmental Science. I would like to see organizations take responsibility for the waste they produce if they're going to capitalize on our environmental resources. Especially, considering that environmental costs are often disregarded, and it's unfair to other people in the community who rely on the same resources.

I believe that the Garden Club of Hartford Scholarship will be a contributing factor and an invaluable opportunity for me to achieve my academic and career goals. With this scholarship, I would be able to cover expenses to pursue research and attend conventions to extend my knowledge.

Thank you for considering my application for this scholarship. It's exciting to see community members supporting students who are pursuing an education in environmental science. I look forward to the opportunity to further my education and contribute to the protection of our planet.



BUDGET AS OF April 12, 2023

Description	Proposed 2023-2024	Actual as of 4/12/23	Proposed 2022-23
Income			
GCH Dues	18,271	19,071	17,936
Auction	20,000	0	0
Donations to Community Fund	500	365	500
Donations to Perennial Fund	500	375	500
Donations to Rainy Day Fund	500	692	500
Donations to Education Fund	500	250	500
Perennial Fund contributions to Programs	500	500	500
January Joint Meeting-Collections	0	3,375	2,800
Donations to Rainy Day Fund for Arlene Whitaker	0	1,260	0
Partners for Plants	0	2,500	2,000
Total Operating Income	40,771	28,388	25,236
Expenses			
GCA Annual Meeting	900	2,000	1,200
GCA Zone Meeting	0	700	700
NAL/Meneice Conference	1,000	2,035	1,000
GCA Dues	5,972	5,394	5,704
January Joint Meeting-Cost	600	3,829	2,800
Federated Dues	618	582	564
Treasurer	100	171	100
Awards	300	27	300
Charitable Contributions	450	450	450
Communications	250	49	800
Conservation	350	350	300
Corresponding Secretary	200	595	200
Directory	1,100	1,050	1,100
Flower Design	1,100	1,061	1,100
Founders Fund	0	0	0
Garden History and Design	200	0	200
Historian	200	0	550
Horticulture/Greens Workshop	400	107	500
Hospitality	800	504	800
Membership	50	50	50
Photography	250	392	250
President's Funds	200	223	200
Programs	4,000	3,961	4,500
Scholarship	1,000	1,000	1,000
Secretary of State	50	50	50
Trumpet Vine	50	0	50
Visiting Gardens	200	0	200
Ways and Means	150	0	150
Memorial Flowers	0	1,260	0
**Civic Projects (Bushnell Gardens & Keney Park)			
Total Operating Expenses	20,490	25,840	24,818

Carry Forward / Income/Auction	20,281	2,548
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**Civic Projects

2022/2023 Expenses

DPW Classes	6000
Keney Park Allee 9 Trees Woodland Entrance	18325

Future Expenses

Keney Woodland Entrance Approximate Future Commitm	4000
I Quilt Future Commitment	48000

Total Bank Balance after Future Commitments	12000
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