**Lake of the Woods Garden Club**

**Board of Directors Meeting Minutes**

**February 26, 2018**

**The Woods Center**

**Call to Order**—

President Carolyn Graham called the meeting to order at 10:30 and Linda Ticomb read the thought for the day from a poem in a compilation of poems called “An Ode to Flowers” by Samuel Carr. In attendance were: Joan Greene, Jan Davis, Linda Ticomb, Sonni Beranek, Carolyn Graham, Jennifer Ciskanik, Doris Earhart, Shellee Williams, Debbie Hein, Lynn Cryblskey, Loretta LaTerra, Gaylen Smoak and Teresa Gregson. A quorum was present. Carolyn Graham recognized Doris Earhart and asked her to share the books she had made for both the 40th Anniversary of the LOW Garden Club and the LOW Garden Club 2017 Scrapbook. The Board reviewed the books throughout the meeting and commended Doris on the lovely job she had done with them.

**Officers’ Reports**—

 **1st VP Membership—**Linda Ticomb reported that there were 97 members in 2017 and she noted that the membership year is from June 1 – May 30.

 **Recording Secretary—**The minutes from the January 22nd meeting were approved.

 **Corresponding Secretary—**Shellee Williams, sent the following cards:

--A get well card to Joyce Haring whose daughter was ill.

--A sympathy card to Carolyn Graham whose husband, Bill, passed away.

--A get well card to Carol Bohrer

--A sympathy card to Kathy Bradford whose daughter passed away.

--A note to Jan Davis whose husband fell as they began their cruise.

--A note to Frances Lynch whose husband was in a car accident.

--A sympathy card to Gaylen Smoak whose mother passed away.

 **Treasurer’s Report**—Loretta LaTerra and Joan Green will get together to finalize the expenses and deposits from the Valentine’s Day Wine and Cheese Reception and will give an update at the next meeting. Joan Green, Chair of the event, gave a full report on the event and it is attached to these minutes.

Loretta said that the Auditor had approved the documentation she sent in for last year.

Lastly, we are still waiting for our reimbursement from Phil Rodenberg for the Christmas decorations at the Clubhouse.

 **Assistant Treasurer**—There was no report.

 **2nd VP Programs**—Gaylen Smoak said there would not be an opportunity to prepare for the flower show during the April 9th club meeting because the presenter that is lined up is unable to change her plans. Gaylen also said there would be a meeting of the Garden Club Tour Committee in the near future. On the Tour Committee are; Shellee Williams, Jan Davis, Linda Ticomb, Teresa Gregson, Deborah Kratzer, Karen Kovarik, Doris Earhart, Jennifer Ciskanik and Gaylen.

**Parliamentarian—**There was no report.

**Nominating Committee—**There was no report.

**Past President—**There was no report.

**Standing Committee Chairpersons—**

**Awards & Penny Pines—** Joan Green gave this report for Joy Poole. The VSGC Convention is from April 8th-10th and Joy is in charge of flowers for the dinner the night of the 8th at the Sheraton Hotel in Richmond and was looking for a group of volunteers to go to Richmond to make the arrangements there. The Board discussed the logistics of getting a group together to travel to Richmond the night of the 8th with our own Board meeting being the next day. It was decided that we should consider making the arrangements at LOW and then transporting them to Richmond. Joan said she would talk to Joy about this.

There were 54 Penny Pine Plantations in Virginia last year, 29 are from our District and 8 are attributable to the LOW Garden Club!

The District meeting is set for April 12th in Warrenton.

Gaylen Smoak was honored with a Penny Pines Plantation to show the Board’s appreciation for her work on the clubhouse garden.

**Education—**There was no report.

**Scrapbook—**There was no report but the Scrapbook was being reviewed by the Board throughout the meeting.

**Hostesses—**There was no report.

**Landscape –**Jan Davis said several women have stepped up to help with the library garden and specifically mentioned Lynn Cryblskey, Janis Rieley and Debbie Hein.

**Newsletter—**Jennifer Ciskanik said she is looking for members that she can spotlight in the newsletter and hopes that, should she call members of the Board, they will be willing to participate. The Board agreed that these spotlights are a great way for all of us to get to know one another better.

**Photographer—**Doris Earhart was commended on the lovely pictures that she took for both the 40th Anniversary book and the Scrapbook. Carolyn mentioned that the Scrapbook would be submitted at the District meeting for judging during their next Board meeting, March 8th.

**Publicity—**There was no report.

**Ways and Means—**There was no report.

**Yearbook—**Discussion centered on how best to get and update member information throughout the year and in preparation for the upcoming publication. Lynn Cryblskey mentioned this was something she thought the full membership should be given an opportunity to help with. Carolyn said that at the next monthly meeting she would emphasize from the podium that there were sign-up sheets for issues just like this one that are routinely circulated at the general membership meetings. There was further discussion on how we should update personal contact information and membership interests. **A motion was made** by Jan Davis and seconded by Lynn Cryblskey that said we should “update both personal contact information and membership interests at the beginning of every year.” **The motion was then amended** to state “beginning in March, when membership applications are sent out, both contact information and membership interests will be collected.” The Board further expressed their desire for these forms to be completed by May 15th so the Yearbook can go to print by May 31st. **The amended motion passed unanimously**.

Carolyn said at the March meeting she would also mention that the Board was looking for someone to help Joan with the Yearbook. Carolyn said that she would speak with both Joan and Joy and find out if they were willing to lead the effort next year with additional volunteers assisting them.

**Ongoing Business—**

 The Board again discussed the issue of Garden Club Tour tickets and how many each LOW Garden Club member should be required to sell. This issue was carried over from the last full membership meeting. **Loretta LaTerra made a motion** “that each member of the Garden Club should be responsible for purchasing one ticket—whether they personally use it or whether they give it to someone else.” **Jan Davis seconded the motion and it was passed unanimously**. The Board’s motion will be brought to the next full membership meeting. With the passage of this motion, the Board discussed the importance of letting the membership understand the consequences this could have on the financial success of the tour which is our only fundraiser. Several members suggested the club would need to step up the publicity for this event.

**New Business-Special Committee**—There was no report.

**Unfinished Business**—There was no unfinished business.

As there was no further business, the meeting was adjourned at 12:00 PM.

Respectfully submitted,

Teresa Gregson

Recording Secretary