

West Linn Garden Club
Board Minutes
Wednesday, April 24, 2024

Present: Diane Awalt, Interim Treasurer
Sue Piper, Interim Secretary
Laurel Buncak, Plant Sale
Cheryl Wyborny, Membership Chair

Guest: Stephanie Scott

Absent: Kim Bria, Interim President
Alma Coston, Member At Large
Judy Hutchinson, McLean Park and House

The meeting was called to order at 7:15 pm.

1. **Financial Report**—Interim Treasurer Diane Awalt reviewed the Financial spreadsheet noting that we had \$5,638.37 at the start of April with \$53 income from the April raffle, a \$15 new member payment and a voided check of \$170 from Clackamas District, resulting in a total of \$5876.37 in the checking account. There were no expenses during the month. We have \$1000 in a CD to protect the legacy gift of Dorothy Maddax. Diane reminded the board that following the Plant Sale, she will transfer another \$1000 from the checking account into a CD. The Board unanimously accepted the Financial Report for April. (see attached spread sheet)
2. **Proposed Budget for 2024-2925**—Diane shared a proposed budget that she and Interim Secretary Sue Piper developed. Some items need to be verified. Diane will update the proposal and present it for approval at the next Board meeting (see above attached spread sheet for the yellow highlighted column on the proposed budget)
3. **Officer Candidates:** Past President Diane Awalt presented the slate of candidates for the May 6, 2024 election:
 - President: Sue Piper
 - Secretary: Elaine Daggett Aye
 - Treasurer: Linda Daugherty

At-Large: Stephanie Scott

Vice President Kim Bria's term of office ends in 2025.

4. **Plant Sale**—Plant Sale Chair Laurel Buncak reported that the Club is on track with the May 11, 2024 plant sale. About a dozen members attended the April 20 Pot Party, with more plant donations coming in. She asked that we ask members at the May 6 meeting if any are planning to donate plants between now and the day of the sale. If so, please let Laurel know what to expect and how they would like to price the plants, as she and Diane will be pricing the plants prior to moving them to Hammerle Park on May 11. Members have stepped up to the plate to volunteer on the day of the sale. Any plants that don't sell will be returned to Diane Awalt's for disposition or fostering until next year's sale. Laurel will post flyers and will contact Elaine Daggett Aye about social media and regular media postings. Diane Awalt posted an announcement to the Club's Facebook page and will also post one on the West Linn Gardener's page. Laurel will check out the plant sale in Sandy on April 27 to scope potential price ranges of plants. A question arose about whether we should rent the credit card reader for the entire year so that people could use their credit card to pay dues or even for the raffle, rather than just the day of the sale. Diane, as interim Treasurer, is meeting with US Bank this week to negotiate details and will email the Board with her recommendation as to the cost effectiveness of keeping the card reader for the entire year.
5. **Membership**—Cheryl Wyborny reported that we have 35 members. Laurel noted that she has a prospect who might attend the June meeting. Cheryl noted that at this point, any new members will not be charged the membership fee until the start of the upcoming fiscal year in July, at which time the dues will be \$20. The Board discussed the membership renewal process and agreed that a dues notice will be emailed to members in July with a September 15, 2024 deadline. The Membership Chair will follow up with those that have not yet paid in August 15, and again on September 15 so that we have as complete a paid-up membership as possible before we need to report to the Oregon State Federation of Garden Clubs on October 1.

6. **Programs for 2024-2025:** Program Chair Sue Piper shared a list of programs set up so far starting in September 2024. She is following up with Hydrangea's Plus about scheduling a summer visit in July and that she and Gordon Piper will host a potluck at their Green PLANeT Gardens in August. She will ask members for suggestions to fill the remaining 3 spots at the May 6 meeting. (See attached)
7. **McLean Park and House Update**—As McLean Park and House Adopt a Park Coordinator Judy Hutchinson was absent, the Board tabled discussion until the next Board meeting. However, in reviewing the proposed budget, the Board clarified that any funds allocated would be used to purchase plants or signage directly for the Park and House, pending further discussion with Judy.
8. **Scheduling Board Meetings for the coming year:** The Board recognized that monthly meetings were necessary this past year because we needed to update the Bylaws and establish Standing Rules. Next year, the Board established three official board meeting dates, with the understanding that additional meetings could be called as necessary. The dates for 2024-25 are:
 - Wednesday, August 26, 7 pm
(Overview of coming year, membership status)
 - Wednesday, February 26, 7 pm
(Plant Sale Planning, begin recruitment process for Vice President position)
 - Wednesday, April 23, 7 pm
(Confirm elections, propose budget)
9. **Items for next Board meeting agenda, Wednesday, May 22, 2024 at a 5440 Windsor Terrace, West Linn**
 - a. Approve Budget for 2024-2025
 - b. Plant Sale—post event review

The meeting was adjourned at 8:37 pm.

West Linn Garden Club
2023-2024 Fiscal year to date Financial Report and Proposed Budget for 2024-25

| | Previous end of ye | 2023-2024 Budge | Proposed 2024 | July | August | September | Septemb er Closeout | October New Account | November | December | January | February | March | April | May | Junre |
|-------------------------------------|--------------------|-----------------|---------------|------------|------------|------------|---------------------------|---------------------------|------------|------------|------------|------------|------------|------------|--------|------------|
| Bank Balance | | | | | | | | | | | | | | | | |
| Opening Balance | \$ - | | | \$1,540.34 | \$1,814.41 | \$1,859.49 | | \$6,462.77 | \$6,531.77 | \$6,704.77 | 5731.77 | \$5,710.37 | \$5,734.37 | \$5,638.37 | | |
| Income | | | | | | | | | | | | | | | | |
| Dues | \$ - | \$ 405.00 | \$700 | \$225.00 | \$75.00 | \$90.00 | | \$15.00 | \$30.00 | | | | | \$15.00 | | |
| Raffles | | | \$500 | | | \$33.00 | | \$54.00 | \$52.00 | \$36.00 | | \$83.00 | \$74.00 | \$53.00 | | |
| Lunches/Events | | | | | | \$66.00 | | | | | | | | | | |
| Plant Sale | \$ 1,284.80 | \$ 1,400.00 | \$ 1,400.00 | \$49.00 | | | | | | | | | | | | |
| Donations | | | \$100 | | | | | \$100.00 | | | | \$70.00 | | 170* | | |
| Interest | | | | \$0.07 | \$0.08 | | | | | | | | | | | |
| Subtotal Income | \$ 3,778.98 | \$ 1,805.00 | \$2,700 | \$1,814.41 | \$1,889.49 | \$2,048.49 | \$0.00 | \$6,531.77 | \$6,713.77 | \$6,740.77 | \$5,731.77 | \$5,863.37 | \$5,808.37 | \$5,876.37 | \$0.00 | \$0.00 |
| Expenses | | | | | | | | | | | | | | | | |
| Program/Roster | | | | | | | | | | | | | | | | |
| Room Rental/Church Donation | \$500.00 | \$250.00 | \$250 | | | | | | | | | | | | | |
| Speakers/Programs | \$ 400.00 | \$ 400.00 | \$50 | | | | | | | | | | | | | |
| Plant Sale- Park reservation | \$ 70.00 | \$ 70.00 | \$70.00 | | | | | | | | | \$70.00 | | | | |
| Plant sale Flyers | \$ 65.00 | \$ 65.00 | \$65 | | | | | | | | | | | | | |
| Card Reader (weekend rental) | | | \$75 | | | | | | | | | | | | | |
| State Registry | \$ 50.00 | \$ 50.00 | \$50 | | | | | | | | | \$50.00 | | | | |
| OFSGC Dues | \$ 130.00 | \$ 125.00 | \$205 | | | \$155.00 | | | | | | | | | | |
| Penny Pines | | | | | | | | | | | | | | | | |
| Raffle | | \$30.00 | \$21.00 | | | | | | | | | | | | | |
| Ad in Directory | | \$30.00 | | \$30.00 | | | | | | | | | | | | |
| Clackamas District dues | \$30.00 | \$30.00 | | | | \$35.00 | | | | | | \$170.00 | | | | |
| Luncheon | | | | | | \$66.00 | | | | | | | | | | |
| Raffle | \$140.00 | \$120.00 | \$120.00 | | | | | | | | | | | | | |
| Donations | | | | | | | | | | | | | | | | |
| Pollinator Garden Mary S Young | | \$200.00 | | | | | | | | | | | | | | |
| McLean House Gardens | \$300.00 | \$300.00 | \$300.00 | | | | | | | | | | | | | |
| Projector purchase | \$169.99 | | | | | | | | | | | | | | | |
| Bank Fees | \$15.75 | | | | | | | | \$9.00 | \$9.00 | \$9.00 | \$9.00 | | | | |
| Printing | | | | | | | | | | | | | | | | |
| Cook book | \$ 216.00 | | | | | | | | | | | | | | | |
| Marketing | | | | | | | | | | | | | | | | |
| Mailing | \$ 360.00 | | | | | | | | | | | | | | | |
| Flyers | \$64.75 | | | | | | | | | | | | | | | |
| Administrative | | 1000 | | | | \$74.75 | | | \$1,000.00 | | | | | | | |
| Directory/Membership Book | 40 | | \$30 | | | | | | | \$12.40 | | | | | | |
| Member Memorial | \$ 25.00 | | \$25 | | | | | | | | | | | | | |
| Memorial bench | \$ 500.00 | | | | | | | | | | | | | | | |
| Gold Star | \$ 100.00 | | | | | | | | | | | | | | | |
| web page \$220) | | | \$451.52 | | | \$176.68 | | | | | | | | | | |
| OR Dept of Justice Taxes | | | | \$30.00 | \$90.00 | | | | | | | | | | | |
| Subtotal Expenses | 3176.49 | \$2,695.00 | \$1,937.52 | \$60.00 | \$597.43 | \$0.00 | \$0.00 | \$9.00 | \$1,009.00 | \$21.40 | \$129.00 | \$170.00 | \$0.00 | \$0.00 | \$0.00 | \$1,995.83 |
| Ending checking | | | | \$1,814.41 | \$1,859.49 | | | 6,531.77 | 6,704.77 | 5731.77 | \$5,710.37 | \$5,734.37 | \$5,638.37 | | | |
| Interest Savings | | | | | \$0.43 | | | | | | | | | | | |
| Savings Account/CD | | | | \$5,010.42 | \$5,010.85 | 0 | 0 | 0 | 1000 | 1000 | 1000 | 1000 | | | | |

* voided check

*Instead of Savings Account, \$1000 CD with US Bank

#353606821042

Welcome to the West Linn Garden Club

Bringing garden lovers together since 1916

Newbies and old hands are invited to join us on the first Monday of each month at 6:30 pm at the West Linn Lutheran Church, 20390 Willamette Drive, West Linn, OR 97068 for informative programs and opportunities to share with fellow garden enthusiasts.

2024-2025 Programs

Monday, September 9, 2024 6:30 pm
School Gardens in West Linn

Monday, October 7, 2024 6:30 pm
**West Linn's New Director of Parks & Recreation
Meghan Big John**

Monday, November 4, 2024 6:30 pm
TBA

Monday, December 2, 2024 6:30 pm
Holiday Potluck and Wreath Making

Monday, January 6, 2025 6:30 pm
**Sharing Our Bounty--bring in canned/preserved
produce from your garden to share**

Monday, February 3, 2025 6:30 pm
West Linn's Sustainability Advisory Board

Monday, March 3, 2025 6:30 pm
TBA

Monday, April 7, 2025 6:30 pm
TBA

Monday, May 5, 2025 6:30 pm
Backyard Habitat Certification in Clackamas County

**Monday, June 1, 2025 6:30 pm
**Tips for the Older Gardener
West Linn Public Library, 1595 Burns Street**



The Annual Plant Sale

Saturday, May 10, 2025
9- 1 pm
Hammerle Park
1505 Lewis Street, West Linn, OR 97068

Affiliated with the Oregon State Federation of Garden Clubs and Clackamas District 15

Questions? Call Sue Piper, President
510 499-8933 or email at susangpiper@gmail.com

<https://westlinngardenclub.org/>