

West Linn Garden Club
Board Minutes
Wednesday, May 22, 2024

Present: Kim Bria, Interim President
Diane Awalt, Interim Treasurer
Sue Piper, Interim Secretary
Alma Coston, Member At Large
Judy Hutchinson, McLean Park and House
Laurel Buncak, Plant Sale
Cheryl Wyborny, Membership Chair

Guests: Stephanie Scott, Incoming Member At Large
Linda Daugherty, incoming Treasurer (on Zoom)

Absent: Elaine Dagget Aye, incoming Secretary

The meeting was called to order at 7:08 pm.

1. **Financial Report**—Interim Treasurer Diane Awalt reviewed the Financial spreadsheet noting that we had \$6,852 in the account. We have \$550 in pending expenses. We made \$60 from the raffle, received a \$10 donation, \$20 in dues and deposited \$1427 from the plant sale, with another \$162+ coming in from post event plant sales. 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 \$2000 from the checking account into a CD. The Board unanimously accepted the Financial Report for May. (see attached spread sheet)
2. **Proposed Budget for 2024-2025**—The Board reviewed the proposed budget, noting that we allocate \$600 to McLean Park—moving forward the \$300 budgeted for the park last year to the upcoming budget and adding an additional \$300 so that there is a total of \$600 to be used for plant identification signs. It was recommended that the treasurer establish a line item for in-kind donations (soil for the plant sale, cost of Constant Contact and that we set up a template letter to acknowledge in-kind donations. The board unanimously approved the budget for 2024-25 (see attached). A question was raised about what we are going to do with the funds we currently have available. It was recommended that the incoming board discuss possible ways to use this money in support with the Club's mission, and bring it up to the membership during the coming year. It was suggested that we raise the concept at the June meeting, to solicit ideas and participation from the general membership.
3. **Raffle Coordinator**- Sue Piper says the few people she contacted about helping on this were too busy. She will raise this at the June meeting. Sue has already developed a list of potential donors—the coordinator just needs to do the outreach and follow up. And either handle the raffle at the meetings or we find someone else to do so.

4. **Transfer Signatories on Bank Account**—Current interim Treasurer Diane Awalt, incoming Treasurer Linda Daugherty and Incoming President Sue Piper will meet after the 4th of July holiday to make the changes at US Bank.
5. **Membership**—Membership Chair Cheryl Wyborny said we have 36 members. She reviewed member participation and noted that we at 19 people at the May meeting, 15 members at the plant sale and 12 members at the Pot Party. We average 15 members at our meetings—about half our club membership. She said that there are 6 people who have not attending any meetings, another 5 who only attended one or two. She does not think these 11 people will renew. On the other hand, we have 5 potential new members so we will be close to this year’s membership total. Cheryl will send out a dues notice on July 1, follow it up with reminders on August 15 and September 15, with the final deadline to be counted as a member as September 30.
6. **2024-25 Program Schedule** –Sue Piper, Program Chair, shared the line up—with one open slot for April 2025. Alma Coston suggested we contact Marla Gaarenstroom of Maddax Woods, to talk about Maddax Woods and the link with the West Linn Garden Club. Sue will follow up. This summer, she is planning an outing to Hydrangeas Plus around Saturday, July 20 or Sunday, 21 (She needs to confirm with them), and has scheduled a Pot Luck Lunch at the Piper’s Green PLANeT Gardens on Sunday, August 18 from 1- 4 pm.
7. **McLean Park & Gardens**—Garden Coordinator Judy Hutchinson reported that 6 volunteers (3 from the club) worked on Saturday, May 11, and on Thursday, there were 4 volunteers. People
8. **Plant Sale**—Plant Sale Chair Laurel Buncak noted that a big problem this year was the number of plants that arrived the day of the sale without being identified or priced. It caused a lot of confusion and head aches, since people were asking her what to charge, while she was dealing with a number of other responsibilities. The Board recommended that we make it very clear that plants must be delivered to the staging area (Diane Awalt’s) prior to the plant sale for identification and pricing. It was suggested that pricing be done during the pot party. It was also suggested that someone other than the Plant Sale Chair be responsible for handling (identifying, pricing and placing) any stragglers that show up the day of the sale. The Board reaffirmed that if other groups want to donate their left overs to the sale, fine, but we are not going to try to keep track of sales and share the costs—it is too cumbersome.

Kim Bria offered to meet with Laurel and share a project management tool to help keep track of the details of running the plant sale and the pot party as project. She and Laurel will work on it in the next few weeks and send it to Board members prior to the next Board meeting in August.

It was noted that we had fewer people, but because we raised our prices—and maybe they purchased more, we raised the same amount as last year.

Sue Piper recommended that we send out social media announcements more frequently, especially one week before, a day before and the morning of. Kim Bria noted that if you schedule it as an event on Facebook, Facebook will send out reminders automatically.

9. Board Meetings for the coming year: The dates for 2024-25 are:

Wednesday, August 26, 7 pm (Cheryl Wyborny's home)

(Overview of coming year, membership status)

Wednesday, February 26, 7 pm (Laurel Buncak's home)

(Plant Sale Planning, begin recruitment process for Vice President position)

Wednesday, April 23, 7 pm (tba)

(Confirm elections, propose budget)

Wednesday, June 24, 7pm (tba)

(Yearend items and planning for next year)

a. Over the summer:

- i. Laurel Buncak and Kim Bria to develop and share project management tool for Plant Sale
- ii. Cheryl Wyborny will coordinate dues notification and follow up
- iii. Sue Piper will finalize the Program Schedule
- iv. Diane Awalt, Sue Piper and Linda Daugherty will update the signatories on the bank account with US Bank.

10. Announcements

- a. OSFGC Convention—Sue Piper shared information about the upcoming convention. She will represent the club on the Zoom meetings June 17 & 18th.
- b. Alma Coston invited people to see her 40-foot Cecil Brunner climbing rose at the end of her driveway.
- c. Sue Piper noted that she and Gordon will be opening up their Green PLANeT Gardens to the public as part of the Hardy Plant Society's Open Garden Tour on Saturday, June 22 from 9 until 4 pm.

The meeting was adjourned at 8:40 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	April	May	Junre
Bank Balance						
Opening Balance	\$ -			\$5,808.37	\$5,345.05	
Income						
Dues	\$ -	\$ 405.00	\$700	\$15.00	\$20.00	
Raffles			\$500	\$53.00	\$60.00	
Lunches/Events						
Plant Sale	\$ 1,284.80	\$ 1,400.00	\$ 1,400.00		\$1,183.00	
Donations			\$100	\$68.00	\$10.00	
Interest						
Subtotal Income	\$ 3,778.98	\$ 1,805.00	\$2,700	\$5,788.37	\$6,618.05	\$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			
a. Plant sale Flyers	\$ 65.00	\$ 65.00	\$65			
b. Card Reader (weekend rental)		\$75	\$300			
State Registrty	\$ 50.00	\$ 50.00	\$50			
OFSGC Dues	\$ 130.00	\$ 125.00	\$205			
a. Penny Pines						
b. Raffle		\$30.00	\$20.00			
c. Ad in Directory		\$30.00	\$30.00			
Clackamas District dues	\$30.00	\$30.00	\$45.00			
q. Luncheons				\$80.00		
b. Raffle	\$140.00	\$120.00	\$120.00			
Donations						
Pollinator Garden Mary S Young		\$200.00				
McLean House Gardens	\$300.00	\$300.00	\$600.00			
Projector purchase	\$169.99					
Bank Fees	\$15.75					
Printing						
Cook book	\$ 216.00					
Marketing						
Mailing	\$ 360.00					
Flyers	\$64.75					
Administrative		1000				
Directory/Membership Book	40		\$60			
Member Memorial	\$ 25.00		\$25			

Memorial bench	\$ 500.00					
Gold Star	\$ 100.00					
web page \$220)			\$451.52	\$431.52		
OR Dept of Justice Taxes						
Subtotal Expenses	3176.49	\$2,695.00	\$2,341.52	\$511.52	\$0.00	\$0.00
Ending checking				5,345.05	6618/.05	
Interest Savings						
Savings Account/CD						

*Instead of Savings Account, \$1000 CD with US Bank
#353606821042

Nonte: Carrying forward \$300 allocation for McLean House to 2024-25 budget plus another \$300 for a total of \$600.

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

**Pioneer Garden at the End of the Oregon Trail
Exhibit Center**

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

**Rolling on the River: Tualatin Riverkeepers' Work
to Protect our Watershed**

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/>