

**NATIONAL GARDEN CLUBS, INC.**  
**2015-2017 PRE-CONVENTION BOARD OF DIRECTORS' MEETING**  
**MINUTES**

**Amway Grand Plaza Hotel**  
**Grand Rapids, Michigan**

**Thursday, May 5, 2016**  
**Pantlind Room – 9:15 a.m.**

- Call to Order President Sandra H. Robinson called the 87th Pre-Convention meeting of the Board of Directors to order at 9:17 a.m. on May 5, 2016 at the Amway Grand Plaza Hotel, Grand Rapids, Michigan and welcomed those in attendance.
- Shirley A. Tetreault, Recording Secretary, was present.
- Invocation Valerie C. Tipps, Vice-Chaplain, NGC Nominating Committee Member, Deep South Region gave the invocation.
- Quorum The Chair declared a quorum present.
- Adoption of Agenda The agenda was adopted as distributed.
- Committee to Approve Minutes The President appointed the following committee to approve the minutes of the 2016 Pre-Convention Board of Directors Meeting:  
Gay Austin, Second Vice-President, as Chairman  
Mary Warshauer, Third Vice-President  
Robin Pokorski, Corresponding Secretary
- Appointment of Timekeepers The President appointed the following to serve as timekeepers:  
Julie West, Educational Schools Committee Vice-Coordinator, Monarch Watch Vice-Chairman, North American Butterfly Association Liaison and  
Doris Jackson, Environmental Concerns Committee, Air Quality Chairman
- Report of Committee to Approve Minutes Gay Austin, Chairman of the Committee appointed to approve the minutes of the September 19, 2015 Board of Directors Meeting in St. Louis, Missouri reported that the minutes were approved and circulated.
- Ratification of Appointments The President announced the appointments approved by the Executive Committee:  
Patricia Wolanski, Chairman 2018 NGC Convention in Philadelphia, Pennsylvania  
Flossie Narducci, Vice-Chairman 2018 NGC Convention in Philadelphia, Pennsylvania  
Mary H. Dixon, Coordinator Gardens Committee, Arboreta/Public Gardens Chairman  
Phyllis White, Communications Non-Print Committee, Social Networking/Education (Facebook Page Coordinator)
- RATIFIED**
- Presentation of Certificate to State President The President presented the State President's Certificate to Gail Hill, Garden Club of North Carolina, Inc.
- Reports of Officers Sandra H. Robinson, President, deferred report.  
Nancy L. Hargroves, First Vice-President, Liaison to the State Presidents and Region Directors, Future Planning Committee Chairman and Liaison to American Horticultural Society, deferred report.  
Gay Austin, Second Vice-President, Finance Committee Chairman and Internal Audit Committee Chairman, deferred report.  
Mary Warshauer - Third Vice-President, Organization Study Committee and Award of Excellence Committee Chairman, deferred report.  
Shirley A. Tetreault, Recording Secretary, deferred report.  
Betty Grimes, Treasurer, Budget Committee Chairman reported. Report on file.  
Robin Pokorski, Corresponding Secretary, deferred report.

Pam Hebert, Historian, deferred report.  
Joan Corbisiero, Parliamentarian, deferred report.  
Linda Nelson Bentson, PH&E Trustees Director, deferred report.

Other Reports	Michelle Smith, Executive Director, reported that Kathy Romine will be retiring on May 31, 2016. Report on file.
Report of the Nominating Committee	Nancy Voyles, Chairman of the Nominating Committee, reported the names of members endorsed by their states to serve as NGC officers. First Vice-President: Gay Austin Second Vice-President: Mary Warshauer Third Vice-President: Rebecca Hassebroek Third Vice-President: Brenda J. Moore Third Vice-President: Shirley A. Tetreault Treasurer: Betty Grimes Recording Secretary: Mary E. Owen
Convention Coordinators Report	Becky Crow, Conventions Coordinator and Pat Abercrombie, Conventions Vice-Coordinator reported on future Conventions. May 16-21, 2017 – Richmond, Marriott Hotel in Richmond Virginia. Chairman: Judy Binns. (installation year) May 21-24, 2018 – Loews Philadelphia Hotel in Philadelphia, Pennsylvania. Chairman: Pat Wolanski April 30 – May 5, 2019 Beau Rivage Resort and Casino in Biloxi, Mississippi. Chairman: Rhonda Rosetti
Fall Board Meetings	Robin Pokorski, Fall Board Meetings Coordinator and Dave West, Fall Board Meetings Vice-Coordinator reported on future Fall Board Meetings: September 19 - 25, 2016 in Portland, Maine at Holiday Inn by the Bay September 12-16, 2017 in St. Louis, Missouri September 25-30, 2018 in Orlando, Florida at Rosen Hotel 2019 - St. Louis, Missouri - Dates to be announced
Invitation to 2016 Fall Board Meeting	Rebecca L. Linney, Chairman of the 2016 Fall Board Meeting on September 12-16, 2016, extended the invitation to Portland, Maine. A tri-refresher is scheduled.
2015 Fall Board Meeting Final Report	Nancy Bahn, Federated Garden Club of Missouri, Inc. President, gave the final report of the 2015 Fall Board Meeting in St. Louis, Missouri. The surplus was \$2,755.13 with NGC receiving \$2,066.35 and East Central District of Missouri receiving \$688.78, a 75%/25% split.
2015 Convention Final Report	Ann M. Fiel, Chairman, gave the final report of the 2015 Convention in Louisville, Kentucky. The surplus was \$20,424 which will be split equally between NGC and The Garden Club of Kentucky, Inc.
Program/Budget 2016 Fall Board Meeting	The tentative program and proposed budget for the 2016 Fall Board Meeting in Portland, Maine were presented.
Adoption of Budgets for 2016-2017	Betty Grimes, Treasurer and Budget Committee Chairman presented the annual budgets of the General Fund, the Scholarship Fund, Operation Wildflower Fund and the PH&E Fund for 2016-2017.  The budgets of the General Fund, the Scholarship Fund, and the Operation Wildflower Fund were approved and will be submitted to the convention body for adoption.  The PH&E budget was <b>ADOPTED</b> by the Board.

**ADOPTED**

Report on Standing Rules  
Amendment Referred to  
Finance Committee

Gay Austin, Second Vice-President and Finance Committee Chairman, reported that the Finance Committee recommends that the board not consider any changes to Standing Rules relative to Affiliate and International Affiliate dues until after the membership votes on the bylaw amendments at this convention. The Finance Committee also recommends that the proposed Standing Rules amendment to AFFILIATES 1. a. b. and c. referred to the Finance Committee be Postponed Indefinitely and that 1 c. (stating that there be a reinstatement fee of \$100) be dropped.

Motion to Postpone Indefinitely consideration of Standing Rule amendment to AFFILIATES 1. a., b, and c.

**ADOPTED**

Recommendations For  
Adoption

Shirley Tetreault, Recording Secretary, presented the following recommendations on behalf of the Executive Committee:

1) That the motion adopted at the NGC Board Meeting of May 2, 2014 accepting the invitation of The Garden Club of North Carolina, Inc. to host NGC's 2020 Fall Board Meeting be rescinded.

**ADOPTED BY 2/3 VOTE**

2) That payment of the invoice dated 10/15/2015 from Sparks Milling Company for \$35,912 for Web App prototype for the Flower Show Handbook be approved. Payment is to be taken from the Wildflower Fund in 2015-2016 fiscal year.

**ADOPTED**

3) That payment of \$28,325 to Sparks Milling Company, with money to be taken from the Floral Design Publication Fund, for final formatting, punctuating, numbering, and other editing as necessary to prepare digital document file (Word or InDesign or similar) of the *Handbook for Flower Shows*.

**ADOPTED AS AMENDED**

4) That estimate #591775 from Sparks Milling Company for NGC website operations 3-year maintenance & tech support from 6/1/2016-5/31/2019 for \$181,824, with annual payment of \$60,608 to be discounted 5% to \$57,577.60 (included in 2016-2017 budget).

**ADOPTED**

5) That the concept of a second NGC book for youth be funded from Member Services with the proceeds from *The Frightened Frog*. The book will be available for purchase beginning with NGC Convention, May 2017.

**ADOPTED**

6) That an amount not to exceed \$1,800 be approved for the fee of artist, Emily Lackey, to illustrate the second book for youth, to be funded from the proceeds of *The Frightened Frog*/Member Services and to be sold at the NGC Convention, May 2017.

**ADOPTED**

7) That Binder PR and Marketing Communications be approved to edit *The National Gardener* through the end of 2016 at a cost of \$6,000 per issue.

**ADOPTED**

8) That NGC create a program for online membership, with costs to be approved at a later date.

**ADOPTED**

9) That the submitted *Plant It Pink* logo be approved.

**ADOPTED**

10) That the sale of *Plant It Pink* garden markers through Member Services be approved.

**ADOPTED**

- 11) That NGC accept North Dakota State Garden Clubs' invitation to host NGC's 2020 Fall Board Meeting.

**ADOPTED**

- 12) That NGC accept The Garden Club of Ohio, Inc.'s invitation 2022 Fall Board Meeting in Cincinnati, Ohio.

**ADOPTED**

- 13) That major changes, additions, and/or deletions to the *Handbook for Flower Shows* can ONLY take effect in July of odd-numbered years, after publication in the Winter Issue of *The National Gardener* in odd numbered years. All changes must be approved by the Board of Directors prior to the annual convention board meeting of odd-numbered years. (Housekeeping changes such as numbering, lettering, formatting, and/or grammatical/punctuation errors are not classified as major changes.) The Winter Issue of *The National Gardener* is the first issue of the stated year.

**ADOPTED**

- 14) That the concept of the development of photography education as part of the Flower Show Schools be approved.

**ADOPTED**

For Ratification

- 1) That NGC host a photography contest honoring the National Parks for Fall Board 2016, Portland, Maine. Photographs will be submitted electronically with 30 finalists chosen for display. Entry forms will be submitted and payment sent to NGC, \$15 for one image, and up to two more for an additional \$5 each. Photographs will be judged by an art group in Portland, Maine. Entries for the contest will close August 1, 2016. The printing cost of the 30 finalists will be taken from the registration fees. Winning entries will receive a certificate from NGC.

**ADOPTED AS AMENDED**

- 2) That Member Services be given approval to order 500 *Stewards of the Land* book at a price of \$30.31 each to be sold for \$40each.

**ADOPTED**

- 3) That the printing of 12,000 (2017) *Vision of Beauty* calendars be approved, using Swift Print Communications, at a price of \$2.48 each.

**ADOPTED**

- 4) That 3,000 copies of *The Frightened Frog* book be approved, using Swift Print Communications, at a price of \$4.37 each.

**ADOPTED**

- 5) That National Garden Clubs be a sponsor of the 2016 National Children & Youth Garden Symposium in Columbia, South Carolina, at the sponsorship level of 'Benefactor \$1500 . (Money to be taken from Operation Wildflower Fund.)

**ADOPTED**

- 6) That 250 NGC Logo Badge Holders be purchased from Prism Marketing at a price of \$4.08 each, to be sold by Member Services for \$10. Holders to be available for sale at the Grand Rapids Convention in May 2016.

**ADOPTED**

- 7) That the NGC Intellectual Property and Propriety Information Policy developed by the Organization Study Committee working under the guidance of NGC legal counsel

Arkadia Olsen from Husch Blackwell LLC be accepted.

**ADOPTED**

- 8) That the Kingery Printing Company bid to print *The National Gardener* magazine through December 31, 2017 be ratified.
- 10,000 copies /\$4,321/additional 1,000/\$173.53
  - 12,000 copies/\$4,634/additional 1,000/\$171.43
  - 15,000 copies/\$5,156/additional 1,000/\$170.37
  - 18,000 copies/\$5,609/additional 1,000/\$168.69

**ADOPTED**

- 9) That funds available in the World Gardening Account be disbursed to Global Partners Running Waters to assist with their current water project in Piedras, Guatemala, or where most needed, as determined by Global Partners Running Waters.

**ADOPTED**

- 10) That NGC provide a photograph to Global Partners Running Waters, to be used on their Facebook page to thank NGC for its collaboration with GPRW.

**ADOPTED**

- 11) That the concept for a combined handbook applicable to the ES, GS and LD schools be approved by the Executive Committee, with the NGC Convention 2017 as the target date for completion. The Handbook will contain a common section containing information and requirements applicable to all three schools and separate tabs for each school, listing any information and requirements pertinent only to each school. Reproduction and distribution of the Handbook is to be carried out in the same fashion as currently exists for distribution of the current individual school handbooks.

**ADOPTED**

- 12) That a Youth Pollinator Garden Award using Frick Foundation Grant donation of \$10,000 be ratified.

**ADOPTED**

- 13) That the Pollinator Power Booklet be published online as a free download.

**ADOPTED**

(Amend by inserting or adding Underlined words and striking out words in ~~Strikethrough~~ font)

Standing Rules Amendments

1. **MEETINGS AND NGC SPONSORED EVENTS, CONVENTIONS, FALL BOARD MEETINGS, EXECUTIVE COMMITTEE MEETINGS, Page 12**  
**ADD 27.** There shall be no Affiliate events included in the NGC schedule from the beginning of the Board of Directors Meeting until the end of the Convention or Fall Board Meeting.

**ADOPTED AS AMENDED**

2. **THE NATIONAL GARDENER, Page 23-24**  
**STRIKE 8 through 11.**

~~8. The NGC Convention Chairman and Vice Chairman of the even numbered years and the odd numbered years shall be listed as members of the Board of Directors following ratification by the Board.~~

~~9. Following the report of the NGC Convention Chairman at the Fall Board Meeting that follows that NGC Convention, the names of the NGC Convention Chairman and the Vice Chairman will be deleted from the roster and following that meeting will no longer be Members of the Board of Directors in that capacity.~~

~~10. The Fall Board Meeting Chairman and Vice Chairman shall be listed as members of the Board of Directors following ratification by the Board.~~

~~11. Following the report of the Fall Board Meeting Chairman at the NGC Convention that~~

~~follows that Fall Board Meeting, the names of the Fall Board Meeting Chairman and Vice Presidents will be deleted from the roster and will no longer serve as members of the Board of Directors in that capacity.~~

**ADOPTED**

Bylaw Amendments

(Amend by inserting or adding Underlined words and striking out words in ~~Strikethrough~~ font)

1. **Article VII - DUES, FEES AND CONTRIBUTIONS. Section 1. - Dues**

**A. 4.** State Garden Clubs failing to remit dues by October 31 shall be excluded from any tabulations used to determine NGC Awards and shall not be eligible to submit Scholarship applicant(s).

**ADOPTED**

To be submitted to the membership for adoption.

2. **Article VIII OFFICERS – ELIGIBILITY**

**Section 1. G.** Officers shall be elected for a term of two (2) years, or until their successors are elected. No elected officer shall serve more than one term in the same office except the Recording Secretary who may serve non-consecutive terms and the Treasurer who may serve no more than five (5) consecutive terms.

**ADOPTED**

To be submitted to the membership for adoption.

3. **Article IX- DUTIES OF OFFICERS ELECTED OFFICERS, Section 5. Third Vice-President**

**E.** Be responsible for publishing changes to NGC Standing Rules.

**ADOPTED**

To be submitted to the membership for adoption

4. **ARTICLE XVI Section 5. MEMBERSHIP COMMITTEE**

The Membership Committee shall consist of a Chairman appointed by the President with a minimum of six (6) members on the committee. ~~The First Vice President/President-elect shall serve as ex officio a member of this committee.~~

**ADOPTED**

To be submitted to the membership for adoption.

5. **ARTICLE XVI Section 6. ORGANIZATION STUDY COMMITTEE**

The Organization Study Committee shall consist of the Third Vice-President as Chairman and no more than eight members appointed by the President. ~~The Vice Presidents~~ Second Vice President, the Parliamentarian and the Executive Director shall attend the meetings and participate except for the right to make motions and the right to vote. The 1st Vice President may attend as a guest.

**ADOPTED**

To be submitted to the membership for adoption.

Committee Chairman's Report

The following Chairmen reported: Reports on file.

Mary Ann Bryant, Tours  
Poss Tarpley, Website  
Carmie DeVito, Personnel  
Carcille C. Burchette, Plant It Pink  
Elaine Gunderson, Ames Tools

Future Board Meetings

The dates for future meetings of the Board of Directors are:

September 24, 2016 (Saturday) - Holiday Inn by the Bay, Portland, Maine  
May 18, 2017 (Thursday) - Richmond Marriott, Richmond, Virginia

Benediction

The benediction was given by Mickie Marquis, Leap Into Leadership Committee Member.

Adjournment:

The meeting adjourned at 11:46 am.

*Shirley A. Tetreault*

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Shirley A. Tetreault, Recording Secretary 6/17/16  
Date

*Sandra H. Robinson*

\_\_\_\_\_  
Sandra H. Robinson, President 6/17/16  
Date

*Gay Austin*

\_\_\_\_\_  
Gay Austin, Second Vice-President 6/17/16  
Date

*Mary Warshauer*

\_\_\_\_\_  
Mary Warshauer, Third Vice-President 6/17/16  
Date

*Robin Pokorski*

\_\_\_\_\_  
Robin Pokorski, Corresponding Secretary 6/17/16  
Date