

**NATIONAL GARDEN CLUBS, INC.**  
**2017-2019 BOARD OF DIRECTORS' FALL MEETING**  
**MINUTES**

**Marriott St. Louis Airport Hotel**

**Friday, September 15, 2017**

Call to Order                    President Nancy Hargroves called the eighty-eighth fall meeting of the 2017-2019 NGC Board of Directors to order at 9:05 a.m. on September 15, 2017 at the Marriott St. Louis Airport Hotel in St. Louis, Missouri and welcomed those in attendance.

The Recording Secretary, Mary Owen was present.

Opening Exercises            Joyce Kimball, President of New Hampshire Federation of Garden Clubs, Inc., gave the invocation.

Members of the Moolah Shrine presented the colors of the Flag of the United States of America.

Les Westgard, President of North Dakota State Federation of Garden Clubs, led the Pledge of Allegiance to the Flag of the United States of America.

Fran Stuek, Central Region Director and Scholarship Committee Member, welcomed the Board of Directors to the Region.

Karen Blackmore, President of the Federated Garden Clubs of Missouri, Inc., welcomed the Board of Directors to the State of Missouri.

Recognition of former NGC Presidents            President Hargroves welcomed the former Presidents of National Garden Clubs, Inc., Kitty Larkin (2005-2007), Barbara May (2007-2009), Renee Blaschke, (2009-2011), Shirley Nicolai (2011-2013), Linda Nelson Bentson, (2013-2015), and Sandra Robinson, Immediate Past President and PH&E Trustees Director.

Introduction of 2017-2019 Region Directors            President Hargroves recognized the 2017-2019 Region Directors present: Susan Hinkel, New England; Regina Brown, Central Atlantic; Ann McCormick, Deep South; Fran Stuek, Central; Isabel Olsen, South Central; Jackie Watts, Rocky Mountain; and Peggy Olin, Pacific. Judy Barnes, South Atlantic, was not in attendance.

Credentials Report            Sally Warner, Credentials Chairman, presented the Preliminary Credentials Report as of 8:00 a.m. on September 15, 2017:

NGC President	1
NGC Honorary President	0
NGC Elected Officers	5
NGC Appointed Officers	4
Region Directors	7
Advisory Committee	6
PH&E Trustees	6
State Presidents	47
Representatives of State Presidents	1
NGC Chairmen	85
NGC Standing Committee Members	<u>84</u>
Subtotal	246
Less Duplications	<u>62</u>
Total Voting Strength	184

**ADOPTED**

Quorum                         The Chair declared a quorum present.

Registration Report Mary Davidson-Officer, 2017 Fall Board Meeting Vice-Chairman, presented the Registration Report as of 8:00 a.m. September 15, 2017, for information only.

Total Voting Strength	184
Spouses	10
Guests	4
- Speakers	<u>3</u>
Total Registration	201

Standing Rules of the Board of Directors Joan Corbisiero, Parliamentarian, presented the Standing Rules of the Board of Directors.

**ADOPTED BY 2/3 VOTE**

Agenda The agenda was adopted.

Committees to Approve Minutes The President appointed the following committee to approve the minutes of the meeting:  
Mary Warshauer, Second Vice-President as Chairman  
Brenda Moore, Third Vice-President  
Shane Looper, Historian

Timekeepers The President appointed the following to serve as timekeepers:  
Gail Hill, President, Garden Club of North Carolina, Inc.  
Linda Lawson, President, Oklahoma Garden Clubs, Inc.

Report of the Committees to Approve the Minutes Gay Austin, Chairman of the committee to approve the minutes of the May 18, 2017 Pre-Convention Board of Directors' Meeting in Richmond, Virginia reported that the minutes had been approved and circulated.

**ADOPTED**

Mary Warshauer, Chairman of the committee to approve the minutes of the May 21, 2017 Post Convention Board of Directors' Meeting in Richmond, Virginia reported that the minutes had been approved and circulated.

**ADOPTED**

Resignations The following resignations were accepted by the Executive Committee:  
Jennifer Boyenga, *PLANT AMERICA* Community Projects Grants Committee  
Teresa Walker, Social Media Committee, Communications: Non-Print

**ACCEPTED WITH REGRET**

Ratification of Appointments The following appointments made by President Hargroves were approved by the Executive Committee:

Mary Davidson-Officer, Chairman of the 2019 Fall Board Meeting in St. Louis  
Gina Jogan, Vice-Chairman of the 2018 Fall Board Meeting in Orlando, Florida  
Nancy Lambert Fulk, Ames Tools Grants Chairman  
Cherie Lejuene, Social Media Committee Communications: Non-Print  
Idalia Aguilar, Social Media Committee Communications: Non-Print  
Jodi Meyer, Social Media Committee Communications: Non-Print  
Alicia Vacchiano, Technology Chairman, Communications: Non-Print; Schools Database Committee

**RATIFIED**

Presentation of State Garden Club Presidents President Hargroves presented the certificates to the Presidents of the State Garden Clubs who had taken office since the 2017 NGC Convention. (List filed)

Reports of Officers The following officers reported: (Copies on file)  
Nancy Hargroves, President  
Gay Austin, First Vice-President  
Mary Warshauer, Second Vice-President

Brenda Moore, Third Vice-President  
Betty Grimes, Treasurer  
Robin Pokorski, Corresponding Secretary  
Joan H. Corbisiero, Parliamentarian  
Sandra Robinson, PH&E Trustees Director

- Executive Director Executive Director, Michelle Smith, reported. (Copy on file)
- Auditor's Report Mary Warshauer, Internal Audit Committee Chairman, reported that the Internal Audit Committee had met with the auditors Mueller Prost PC and gave permission for the auditors to proceed to their final audit report. This will be a qualified report and will be submitted to the Board of Directors for adoption at their May 2018 meeting in Philadelphia, Pennsylvania.
- 2018 Convention Program and Budget The tentative program and proposed budget for the 2018 NGC Convention in Philadelphia, Pennsylvania was presented. (Registration form is to be redone.)  
**RATIFIED**
- The National Gardener* Editor Special Report Pat Binder, Editor of *The National Gardener*, addressed the Board of Directors and presented her request of articles for the publication.
- Recommendations for Ratification On behalf of the Executive Committee, Recording Secretary Mary Owen presented the following recommendations for ratification:
1. That a PLANT AMERICA Community Project Grants Committee be appointed by the President through at least the 2021-2023 administration.  
**RATIFIED**
  2. That the establishment of two funds be authorized: a PLANT AMERICA Endowment Fund and a PLANT AMERICA Restricted Fund to support the PLANT AMERICA Community Project Grants.  
**RATIFIED**
  3. That the itinerary and price for an NGC sponsored tour on April 2-7, 2018 in Georgia be approved. The cost will be \$1,850.00 per person with a single supplement of \$600.00.  
**RATIFIED**
- For Adoption On behalf of the Executive Committee, Recording Secretary Mary Owen presented the following recommendations for adoption:
4. That an all four-color format for *The National Gardener* commence with the Fall 2017 issue, at a cost of \$200 per issue.  
**ADOPTED**
  5. That future advertising rates for *The National Gardener*, effective with Winter 2018 issue, be as follows:

4-color, full page, inside front cover	\$900
4-color, full page, inside back cover	\$700
4-color, full page	\$650
4-color, ½ page	\$350
4-color, ¼ page	\$175
4-color, 1/8 page	\$100

  
**ADOPTED**
  6. That 8,000 copies of the *Vision of Beauty* Calendars for 2019 be ordered from Swift Printing at a cost not to exceed \$3.00 each.  
**ADOPTED**

7. That the digital version of the 2017 *Handbook for Flower Shows* be sold for \$25.00 through Member Services.  
**ADOPTED**
8. That the purchase of 10,000 90+ award stickers for flower shows, packaged as 10 sheets of 10 stickers, be authorized at a cost of \$434.50.  
**ADOPTED**
9. That all flower show award stickers be sold for \$10.00 per 100 stickers through Member Services.  
**ADOPTED**
10. That contributions by NGC Member Services to the floral design publications fund be suspended for the 2017-2019 administration. (as per review by the Finance Committee)  
**ADOPTED**
11. That the following be approved as International Affiliates:  
Club de Jardineria Los Anturios - Honduras  
Confederacion Mexicana de Horticultura, Diseno y Ecologia, A.C. COMHDE – Mexico  
Escuela Exposiciones de Flores – Uruguay  
**ADOPTED**
12. That the following name change be accepted for a group of Judges of Uruguay: #577 From Grupo de Jueces Acteditdos del Uruguay to Consejo de Juesces Acreditatos del Uruguay.  
**ADOPTED**
13. That the IA organize and manage a special competition of PLANT AMERICA International Horticultural projects eligible for Four (4) IA Certificates of Merit to be issued by NGC headquarters and presented during the spring award ceremonies. The Certificates of Merit are to be signed by the PLANT AMERICA Chairman and NGC President.  
**ADOPTED AS AMENDED**
14. That the partnership with Ames Tools continue for 2017-2018.  
**ADOPTED**
15. That a partnership with *Garden Design* magazine be approved for 2017-2018.  
**ADOPTED**
16. That the proceeds from the *Garden Design* magazine partnership go to the *PLANT AMERICA* Restricted Fund.  
**ADOPTED**
17. That Conference Direct be authorized to represent NGC in negotiations with hotels for future Conventions, Fall Board Meetings, and NGC-Sponsored Events, effective immediately.  
**ADOPTED**

The meeting is recessed at 11:30 a.m.  
The meeting is reconvened at 2:04 p.m.

Bylaw Amendments

Amend by striking out words in ~~striketrough~~ font and inserting or adding underlined words. Approved bylaw proposals will be presented to the membership for adoption at the 2018 Convention in Philadelphia, Pennsylvania.

1. **ARTICLE VI – MEMBERSHIP, Section 2. NON-VOTING (Page 4)**  
**MEMBERSHIP**

Non-voting membership shall consist of ~~five~~ six classes: Honorary Life Members, who are not members of a Garden Club; Life Members who are not delegates; National Affiliates; International Affiliates; all categories of Youth Gardeners; and E-Members at Large.  
E. E-Members at Large

**ADOPTED**

2. **ARTICLE VII – DUES, FEES AND CONTRIBUTIONS, Section 1. DUES (Page 5)**  
D. E-Members at Large shall pay dues to NGC as determined by the Board of Directors.

**ADOPTED**

Amend by striking out works in ~~striketrough~~ font and inserting or adding underlined words. Approved bylaw proposals will be presented to the membership for adoption at the 2018 Convention in Philadelphia, Pennsylvania.

Standing Rules  
Amendments

**FLOWER SHOW SCHOOLS, AND SYMPOSIUMS AND JUDGES, page 14.**

1. The current editions of the *Handbook for Flower Shows* (~~2007~~ 2017), the *Flower Show Schools Manual* and the *Instructors Manual* are the authorities for Standard Flower Shows, exhibitors, top awards, Flower Show Schools, Symposiums, FSS Instructors and Judges and are available from Member Services. The concept for a new School Handbook must be approved by the Executive Committee.

**ADOPTED**

- ~~2. Application to reproduce any part(s) of the *Handbook for Flower Shows* (2007 2017) shall be made to the Flower Show Schools Chairman who may, after consultation with the NGC President, grant permission to reproduce up to 50 words. When request is for 50 words or more, the FSS Chairman shall refer the request to the Executive Committee.~~

**ADOPTED AS AMENDED**

**MEETINGS AND NGC – SPONSORED EVENTS, page 15**  
**Conventions, Fall Board Meetings, Executive Committee Meetings**

6. NGC Convention Chairman and Vice-Chairman
  - a. The NGC Convention Chairman and Vice-Chairman, no more than two, are ratified by the Board of Directors two years prior to the year of the NGC Convention they chair. ~~Regions or~~ A State Garden Clubs should determine ~~their~~ its NGC Convention Chairman and Vice-Chairmen at least four years prior to hosting the NGC Convention.

**ADOPTED AS AMENDED**

- ~~8. The host Region or State Garden Club of the NGC Convention may, upon written request to the Treasurer, secure an advance of \$5,000. This advance is available three (3) years prior to the NGC Convention date and shall be returned as soon as registration permits.~~
- ~~9. The host Region or State Garden Club of a Fall Board Meeting in the even numbered year or in the election year if not held in St. Louis, may, upon written request to the Treasurer, secure an advance of \$2,000. This advance is available three (3) years prior and shall be returned as soon as registration permits.~~

- ~~10. The host State Garden Club or other garden club entity of a NGC Fall Board Meeting held in St. Louis may, upon written request to the Treasurer, secure an advance of \$1,000. This advance is available one (1) year prior and shall be returned as soon as registration permits.~~

**#8, #9, #10 ADOPTED**

11. A NGC Convention deficit shall be paid as follows: the host State Garden Club ~~or host Region~~ shall be responsible for any amount up to one thousand (\$1,000). The remaining amount shall be the responsibility of the NGC Endowment Fund.
12. A NGC Fall Board Meeting deficit shall be paid as follows: the host State Garden Club ~~or host Region~~ shall be responsible for any amount up to five hundred dollars (\$500). The remaining amount shall be the responsibility of the NGC Endowment Fund.

**#11, #12 ADOPTED**

14. NGC Conventions, Fall Board Meetings and Winter Executive Committee Meetings will use a checking account ~~set up~~ established by the NGC accountant St. Louis, MO with the NGC Federal Tax ID Number. Financial operations will be managed by NGC Headquarters.

~~a. The bank chosen should have online access capability.~~

~~b. After a bank is chosen, the Chairman or treasurer shall contact NGC Headquarters to request paperwork needed to open the account by the following schedule.~~

~~1. NGC Convention: After the NGC Fall Board Meeting two and one half (2 1/2) years before the convention.~~

~~2. NGC Fall Board Meetings: After the Winter Executive Committee Meeting two and one half (2 1/2) years before the board meeting.~~

~~c. NGC Headquarters will provide the Corporate Resolution signed by the NGC President, NGC Treasurer, NGC Convention/Fall Board Meeting Chairman and one additional person appointed by the NGC Convention/Fall Board Meeting Chairman.~~

~~d. The NGC Corporate Banking Resolution provides four signatories for the account NGC President, NGC Treasurer, Meeting Chairman and Meeting.~~

**ADOPTED**

- ~~17. a. Treasurers of NGC conventions and Fall Board Meetings in the even-numbered year and in the election year if no held in St. Louis shall issue a check for all remaining funds to NGC when closing the bank account after all bills are paid. Supporting bank statements, bills/invoices and receipts for all checks should be sent to NGC Headquarters by either hard copy or electronic scan.~~

~~c. One recognition for the 50% balance will be given at Headquarters to the member Region or State Garden Club hosting the NGC convention and to the Region or State Garden Club hosting the Fall Board Meeting in even-numbered years or in the election year if not held in St. Louis.~~

**ADOPTED**

19. The NGC President shall notify the ~~Region or~~ State Garden Club hosting the NGC Convention and the Fall Board Meeting in the election year if not held in St. Louis, how ~~their Region or its~~ State Garden Club can be recognized at the Headquarters.

24. Invitations to host a NGC Convention or the Fall Board Meeting in the even-numbered year, and in the election year if hosted by a State Garden Club ~~or Region~~ rather than in St. Louis, having been approved by the governing board of a State Garden Club ~~or Region~~, shall be submitted to the Convention Coordinator at least four years prior to that NGC Convention.

25. Invitation to host NGC Conventions, Board Meetings and Winter Executive Committee Meetings shall be limited to State Garden Clubs ~~and/or Region~~.  
**Proviso: Exception Convention and Fall Board Meeting accounts already established.**

**RENUMBER SUBSECTIONS.**

**#19, #24, #25 ADOPTED**

**NGC SPONSORED EVENTS, page 19**

2. NGC-sponsored events will use a checking account ~~set up~~ established by the NGC accountant, St. Louis, MO with NGC's Federal Tax ID number. Financial operations will be managed by NGC headquarters.
- ~~After a bank is chosen, the Chairman or treasurer of the NGC sponsored event should contact NGC Headquarters to request paperwork needed to open the account.~~
  - ~~The NGC Corporate Banking Resolution provides four signees for the account two of which must be the NGC President and NGC Treasurer.~~

**ADOPTED**

5. b. Supporting ~~bank statements~~, bill/invoices and receipts for all checks should be sent to NGC Headquarters by either hard copy or electronic scan.

**RENUMBER SUBSECTIONS.**

**ADOPTED**

**PUBLICATIONS, page 23**

7. The President, Executive Director, Finance Committee and Publications-~~Print~~ Chairman shall be authorized to ~~proceed with~~ obtaining bids and reordering NGC Publications or reprints if it is in the best interest of the organization subject to the approval of the Executive Committee and ratification by the Board of Directors.

**ADOPTED**

Future Annual Conventions Meetings

Convention Coordinator Becky Crow and Vice-Coordinator Pat Abercrombie reported on dates of future NGC Conventions:

- 2018 Philadelphia, Pennsylvania – May 18 to May 20
- 2019 Biloxi, Mississippi – April 30 to May 4
- 2020 Milwaukee, Wisconsin
- 2021 New Jersey
- 2022 TBD
- 2023 West Virginia – The Greenbrier Hotel

Future Fall Board Meetings

Fall Board Meeting Coordinator Joyce Milberg reported on future Fall Board of Directors' Meetings:

- 2018 Orlando, Florida – September 25 to 30
- 2019 St. Louis, Missouri – September 18 to 20
- 2020 Fargo, North Dakota – September 23 to 26
- 2021 St. Louis, Missouri
- 2022 Cincinnati, Ohio
- 2023 St. Louis, Missouri

Invitation to 2018 Convention

The invitation to attend the 2018 Annual Convention in Philadelphia on May 21 to 24 was issued by Patricia Wolanski, Convention Chair.

Preliminary Report Of the 2017 Convention

Judy Binns, Chairman of the 2017 NGC Convention in Richmond, Virginia gave the preliminary report of the 2017 Convention. Report on file.

Committee Chairmen's Reports

The following Chairman reported (copies on file):

- Andrea Little, Blue and Gold Star Memorial Markers Chairman
- SAGE & ROSES Blue Star Marker winners were:
  - Gay Austin, The Garden Clubs of Mississippi, Inc.
  - Sue Caragiolosi, Florida Federation of Garden Clubs, Inc.
  - Nancy Bittner, The Garden Club Federation of Pennsylvania
- Barbara Campbell, Member Services
- Betty Cookendorfer, PLANT AMERICA Community Projects Grants Chairman
- Phyllis White, Social Media Chairman
- Poss Tarpley, Website Chairman
- Pat Smith, Natural Disasters Chairman
- Bonnie Borne, Nominating Committee Chairman
- Mary Ann Bryant, Tours Chairman
- Jeanne Marie Parkes, Golden Circle
- Ellen Spencer, NGC/NCAGC Liaison

Future Board of Directors Meetings

- National Garden Week report read by President Hargroves
- Nancy Lambert Fulk, Ames Tools Grants Chairman
- Joy Ericson, Calendar Promotion Chairman

Final Credentials Report

- May 22, 2018 – Philadelphia, Pennsylvania – Loews Hotel
- September 28, 2018 – Orlando, Florida – Rosen Plaza Hotel
- April 30, 2019 – Biloxi, Mississippi Beau Rivage Hotel

Sally Warner, Credentials Chairman, presented the Final Credentials Report as of noon on September 15, 2017:

NGC President	1
NGC Honorary President	0
NGC Elected Officers	5
NGC Appointed Officers	4
Region Directors	7
Advisory Committee	6
PH & E Trustees	6
State Presidents	47
Representative of State Presidents	1
NGC Chairmen	91
NGC Standing Committee Members	<u>84</u>
Sub -Total	252
Less Duplications	<u>62</u>
Total Voting Strength	190

Final Registration Report

**ADOPTED**

Mary Davidson-Officer, 2017 Fall Board Meeting Vice-Chairman presented the Final Registration report as of noon on September 15, 2017, for information only.

Total Voting Strength	190
Spouses	11
Guests	4
Speakers	<u>3</u>
Total Registration	208



Adjourn

There being no further business, the 2017 Fall Board Meeting of National Garden Clubs, Inc. adjourned at 3:31 p. m.

<i>Mary Owen</i>	<i>11-17-17</i>
Mary Owen, Recording Secretary	Date
<i>Nancy Hargroves</i>	<i>11-17-17</i>
Nancy Hargroves, President	Date
<i>Mary Warshauer</i>	<i>11-17-17</i>
Mary Warshauer, Second Vice-President	Date
<i>Brenda Moore</i>	<i>11-17-17</i>
Brenda Moore, Third Vice-President	Date
<i>Shane Looper</i>	<i>11-17-17</i>
Shane Looper, Historian	Date

