

## **Olbrich Botanical Society - Board of Directors Meeting**

Date: Tuesday, April 16, 2024

**Board members in attendance:** Julie Bernauer, Matt Cornwell, Susan Goodwin, Caren Lewis, Mike Maddox, John Manzer, Maureen Martin, Michele Miller Hayes, Bill Patek, Juscha Robinson, Sandra Statz

**Board members absent:** Alnisa Allgood, Bethany Ordaz, Laura Peterson

**Ex-officio directors in attendance:** Betty Chewning, Liz Dannenbaum, Moira Harrington, Tanya Zastrow

**Ex-officio directors absent:** Eric Knepp, Laurel Neverdahl

**Advisors in attendance:** JT Covelli, Kevin Hess

**Advisors absent:** Mary Phillips

**Staff in attendance:** Jennifer Delaney, Amanda Kuhl, Joe Vande Slunt, Liz Parker, Jake Immel

1. Call to order at 4:00pm by Susan Goodwin
2. Approval of the February 16, 2023 Minutes
  - a. Motion to approve by Bill Patek, seconded by Maureen Martin; voted and approved
3. Audit Presentation by Ryan Lay from Baker Tilly
  - a. Executive Committee, Finance Committee and OBS Foundation take a deep dive into the financials. Highlights are presented by Ryan Lay.
  - b. Over \$1 million gain in 2023 due to market rebound and made final contribution on capital garden/conservatory maintenance project.
  - c. Expenses comparable to previous year.
  - d. Motion to approve by Caren Lewis, seconded by Julie Bernauer; voted and approved
4. Bequest Cecilia Stluka
  - a. Move Cecilia Stluka bequest from OBS Legacy Gifts account at Lake Ridge Bank to the OBS Foundation in the amount of \$21,419.00, to be used for general purposes.
  - b. Motion to accept by Sandra Statz, seconded by John Manzer; voted and approved
  - c. Juscha Robinson abstained from voting
5. Olbrich Master Plan
  - a. Master Plan Committee is formed with five members: Bill Patek, Tanya Zastrow, Moira Harrington, Larry Neuman, Samantha Peckham
  - b. Master plan needed for to plan strategically the best way to maintain current facilities while planning for future needs. Due to anticipated City budget deficits and funds appropriated for current Bolz Conservatory work, OBS is willing to pay for the master plan to move the process ahead. The funds would be given to the City of Madison to administer them for the master plan process.
  - c. Motion to approve \$270,000 from director's discretionary fund for the Master Plan  
Motion to accept by Caren Lewis, seconded by Bill Patek; voted and approved
6. Board Committee Reports

- a. Development Committee report from Susan Goodwin
  - Developed list of goals: Main goal is to build corporate support with a focus on GLEAM.
  - List of businesses we plan to approach. If you have any ideas or places that would support, please add to list.
- b. Finance Committee report from Liz Parker
  - Revenue exceeded February budget and 2023 February
  - YTD revenue exceeded budget by \$114,000
- c. Governance Committee report from Sandra Statz
  - Revising bylaws, hope to have them ready for board review in June
- d. Human Resources Committee from Michele Miller Hayes
  - Researching ways to review the board, set up for annual board review
  - Working on evaluations, job descriptions, memberships for staff

#### 7. Executive Director Report

- a. Guest Resource Center update from Jennifer Delaney – new book nook in the loft, completed guest survey, all positive comments, bringing terrarium into the lobby from the library, new What's in Bloom display, new garden maps and garden walks, upcoming translations for audio tours
- b. Royal Thai Pavilion update from Tanya Zastrow, roof is done, working on gold foil, Chancellor going to Thailand in June, old signed tiles as gift for Princess
- c. Nature Everywhere, Madison is one of 19 cities involved, connecting children to nature, Tanya is representative for Parks, assessment of where we are lacking/where to focus, more and better opportunities for young people to interact with nature

#### 8. New Business

- a. June 18, 2024 board meeting, at 4pm with possible social hour following.

#### 9. Adjournment

- a. Motion to adjourn at pm by 5:29pm, John Manzer seconded by Julie Bernauer