

**OLBRICH BOTANICAL SOCIETY
Board of Directors Meeting Minutes
April 16, 2019**

Members Present: Julie Rupert, Philip Bradbury, Renee Boyce, Mary Phillips, Alnisa Allgood, Susan Goodwin, Susan Derse Phillips, Tim Sherry, Dick Wagner, Betty Chewning, Angela Jenkins, Nancy Ragland, Roberta Sladky

Members Absent: Bill White, Kevin Hess, Erik Lincoln, Laura Peterson, Brad Hinkfuss, Eric Knepp, Laurel Neverdahl

Advisors Present: Fred Anderson, Jt Covelli, Janet Loewi, Barb Tensfeldt, Paul Williams

Staff Present: Jake Immel, Patti Jorenby, Camela King, Lisa Laschinger, Katy Plantenberg, Kai Skadahl, Elizabeth Spry, Hannah Tubbs

Guests Present: Debbie Wiora & Craig Keleher, Auditors from BDO USA, LLP

I. The meeting called to order at 4:00pm.

II. APPROVAL OF MINUTES

A motion was made by Ms. Goodwin and seconded by Ms. Derse Phillips to approve the meeting minutes of March 19, 2019. Motion carried unanimously.

III. PUBLIC COMMENTS

There were no members of the public who wished to comment on items not on the agenda.

IV. REPORTS

A. President's Report – by President Julie Rupert

a. Resolution honoring outgoing Mayor Paul Soglin

WHEREAS, Mayor Paul Soglin has served the City of Madison for twenty-two years, and,

WHEREAS, Mayor Paul Soglin has participated in ground-breaking ceremonies for three important Olbrich Botanical Gardens facilities – the original Atrium building which opened in 1977, the new Botanical Center and Bolz Conservatory which opened in 1991, and the Frautschi Family Learning Center and new production greenhouse which will open in 2019, and,

WHEREAS, Olbrich Botanical Society and the City of Madison signed their first agreement – the Cooperation and Coordination Agreement in 2016 during Mayor Soglin's term in office, and,

WHEREAS, Paul Soglin will leave his office on April 16, 2019,

THEREFORE BE IT RESOLVED that the Board of Directors of Olbrich Botanical Society wishes to thank Mayor Paul Soglin of the City of Madison for his dedication

and effectiveness to support the work of Olbrich Botanical Gardens and this Board of Directors.

A motion was made by Mr. Bradbury and seconded by Ms. Derse Phillips to approve the resolution. The Motion carried unanimously.

b. Resolution welcoming incoming Mayor Satya Rhodes-Conway

WHEREAS, Mayor-elect Satya Rhodes-Conway will begin her term on April 16, 2019, and,

WHEREAS, the Board of Directors of Olbrich Botanical Society has been the City of Madison's partner for forty years in the operation of Olbrich Botanical Gardens, and,

WHEREAS, the Board of Directors of Olbrich Botanical Society and the City of Madison signed a Cooperation and Coordination Agreement in 2016,

THEREFORE BE IT RESOLVED that the Board of Directors of Olbrich Botanical Society welcomes Satya Rhodes-Conway as the new Mayor of the City of Madison and looks forward to working together for the best future for the Gardens.

A motion was made by Mr. Wagner and seconded by Ms. Goodwin to approve the resolution. The motion carried unanimously.

c. Capital Campaign Update - by Joe Vande Slunt

Please review report in packet. There was discussion regarding the Capital Campaign and whether or not capital campaign asks should be included with membership renewals, spring appeals, and other mailings. Ms Derse Phillips is concerned that the community is unaware of the ongoing need to complete the Capital Campaign to fund the project. It was also pointed out that the Capital Campaign Cabinet is no longer active. Ms Derse Phillips, Mr Sherry, Ms Sladky and Mr Vande Slunt will schedule a time to discuss concerns and ideas. Suggestions to include a sign at the street, post goal information about the Campaign in the visitor lobby and including Capital Campaign asks with Membership renewals, Appeals, etc... Ms Derse Phillips pointed out that additional Capital Campaign asks will not take away from annual fundraising.

d. Project Update Written Report

Please review report in packet.

B. Financial Report – by Mary Phillips

a. February 2019 Financials - Revenue MTD and YTD are very close to budget. Expenses are running favorable by \$40,000 for February, compared to budget.

b. Presentation of the 2018 Audit by BDO USA, LLP

Debbie Wiora and Craig Keleher reviewed the audit and noted that using GAAP principles, both Olbrich Botanical Society and Olbrich Botanical Society Foundation are reported together. There is information at the back of the audit report that shows columns with the entities separated – for those that are interested.

Audit Results:

- BDO Issued an unmodified or “clean” opinion
- BDO proposed and management recorded several audit adjustments that decreased net assets by \$376,764, due mainly to recording a large pledge payment as revenue (instead of a reduction in pledge balance) and certain adjustments to accrue vacation and payroll at year-end

The financial statements given to the Board reflect those adjustments. It is noted that Program Expenses were 80% of Total Expenses in 2018. The audit staff noted that donors often like to check the program expense percentage and 75% or higher is received very favorably by donors.

A motion was made by Mr. Sherry and seconded by Mr. Bradbury to accept the 2018 Audit Report. The motion carried unanimously.

C. Director’s Report – by Roberta Sladky

Please review reports in the packet. Ms Sladky noted that attendance is down – likely due to continued bad weather on weekends and some reduction in traffic because construction prevented some larger events from taking place.

D. Development Report – by Joe Vande Slunt

Please review report in packet.

E. Marketing & Public Relations Report – by Katy Plantenberg

Olbrich is collaborating with Working Draft Brewery to create a signature beers using ingredients found in Olbrich Gardens. The first brewing took place April 19th and will be released Friday, May 17th at 4:00pm. The first beer is a sour beer using kumquats and calamondin oranges from the Conservatory.

We are celebrating the 50th anniversary of the Plant Sale with the Pros by having each pro select five favorite plants. We have also been contacted by BRAVA Magazine regarding a story for the June issue about the Project.

V. NEW BUSINESS

There is no new business.

VI. ANNOUNCEMENTS

There are no announcements.

VII. ADJOURNMENT

The meeting was adjourned at 4:57pm.