

**OLBRICH BOTANICAL SOCIETY**  
**Board of Directors Virtual Meeting Minutes**  
**April 19, 2022**

**Members Present:** Philip Bradbury, Alnisa Allgood, Laura Peterson, Julie Rupert, Matt Cornwell, Susan Goodwin, Bethany Ordaz, Maurice Sheppard, Tim Sherry, Sandi Statz, Bill White, Betty Chewning, Liz Dannenbaum, Moira Harrington, Laurel Neverdahl, Tanya Zastrow

**Members Absent:** Renee Boyce, Julie Bernauer, Juscha Robinson, Eric Knepp

**Advisors Present:** Jack Bolz, Kevin Hess, Mary Phillips, Barb Tensfeldt, Paul Williams

**Staff Present:** Jake Immel, Lisa Laschinger (Assistant Parks Superintendent), Liz Parker, Marty Petillo, Kai Skadahl, Joe Vande Slunt, Sarah Wilcox

**Special Guests:** Tom Grabow (Baker Tilly, CPA, Audit Manager), Ryan Lay (Baker Tilly, CPA, Engagement Partner)

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

II. **APPROVAL OF MINUTES**

A motion was made by Ms. Goodwin and seconded by Ms. Allgood to approve the meeting minutes of March 15, 2022. Motion carried unanimously.

III. **PUBLIC COMMENTS**

There were no public comments.

IV. **REPORTS**

**A. President's Report**

- a. **Nominating Committee** – The Nominations Committee and OBS Executive Committee recommend to elect Bill Patek to a three-year term on the OBS Board of Directors. Past President Julie Rupert explained that a good opportunity had come up to fill the vacant Director seat on the OBS Board. Ms. Goodwin noted that Mr. Patek's firm, SmithGroup, designed the landscape plan for the gardens at Epic.

A motion was made by Ms. Goodwin and seconded by Mr. White to approve the nomination of Bill Patek to the Olbrich Botanical Society Board of Directors. Motion approved unanimously.

Ms. Zastrow mentioned that a bamboo structure was in place around the Thai Pavilion, to keep visitors from going under the Sala. She added that we are still waiting for final review from the firm conducting the assessment. [Olbrich Gardens Thai Sala \(Pavilion\) Condition Assessment | Engineering, City of Madison, Wisconsin](#)

**B. Financial Report**

- a. **Financial Coordinator Introduction** – President Bradbury welcomed OBS's new Financial Coordinator, Liz Parker. Ms. Parker introduced herself to the Board and noted that she's been busy catching up on all financial-related matters.
- b. **Presentation of the 2021 OBS/OBSF Consolidated Financial Statements (Audit) by Baker Tilly US, LLP** – Ryan Lay, Engagement Partner at Baker Tilly, and Tom Grabow, Audit Manager at Baker Tilly, presented the 2021 audit results (see the four audit documents that Mr. Vande Slunt emailed to the Board on 04/18/2022.)

Mr. Lay explained that the only significant deficiency identified was that OBS management requested assistance with preparation of consolidating information and footnotes from Baker Tilly, but that this was not unusual for organizations of similar size to Olbrich. He noted that this was a repeat item from last year, and that OBS staff may be able to prepare the footnotes in future years.

In conclusion, Mr. Lay noted that OBS would need to prepare for the current rising inflation and economic uncertainty.

A motion was made by Mr. White and seconded by Ms. Allgood to approve the 2021 Audit results as presented. Motion carried unanimously.

### C. Director's Report

**Staff Written Reports** – Ms. Zastrow reviewed the Staff Written reports, noting that the Corpse Flower was close to blooming in the Bolz Conservatory! She thanked Board Member Maurice Sheppard for setting up a meeting between herself and many of the Leadership Team at Madison College, including Deans, Provosts, and faculty. Ms. Zastrow mentioned that Madison College's hort program had interns available through a grant, but they need a placement site for these interns. They are discussing the possibility of placing their hort interns at Olbrich.

Ms. Zastrow shared that she sent the Strategic Plan Request for Proposal (RFP) out to 9 consulting firms (both local and national), to date. They have one month to respond. She asked that if anyone had any suggestions of other firms to contact, to let her know.

Volunteer Services Manager Marty Petillo reported that she plans to continue with vaccine verifications for volunteers through the end of 2022.

**D. Development Report** – Mr. Vande Slunt reviewed the Development report. He highlighted that he's working on the Spring Appeal and a large membership prospecting piece, which will target lapsed members and GLEAM attendees who have never been a member of Olbrich. He mentioned that the OBS Executive Committee would be attending the Madison Community Foundation's *Madison Gives* event on May 24. This event is a celebration of what philanthropy has helped accomplish in the community, including their participation in the Bolz 30<sup>th</sup> Anniversary fundraiser, and others.

### VI. NEW BUSINESS

There was discussion about bringing back in person Board meetings, since the City is once again allowing City Committees to meet in person. It was noted that the City is not allowing hybrid meetings at this time. Ms. Zastrow invited the Board to reach out to her with any questions or comments.

A motion was made by Ms. Goodwin and seconded by Ms. Statz to approve that the OBS Board begin shifting back to in person Board meetings starting with the meeting in May 2022. Motion carried unanimously.

### VII. ANNOUNCEMENTS

There were no new announcements.

### VIII. ADJOURNED

The meeting adjourned at 5:01 pm.