

**OLBRICH BOTANICAL SOCIETY**  
**Board of Directors Meeting Minutes**  
**December 17, 2013**  
**DRAFT**

**Members Present:** Tim Sherry, Kevin Hess, Dick Wagner, Jennifer Curliss, Janet Loewi, David Ahrens, Fred Anderson, Julie Herfel, Dan Lauffer, Mark McFadden, Erin Ogden, Emanuel Scarbrough, Tricia Perkins, Roberta Sladky, Michelle Taschek

**Members Absent:** Kevin Briski, Carolyn Gilb, Laurel Neverdahl, Marsha Rummel, Susan Stein, Mike Whaley

**Advisors Present:** Dennis Birke, Jt Covelli, Elizabeth Ogren Erickson, Dale Mathwich, Paul Williams

**Staff Present:** Ann Heiden, Patti Jorenby, Nancy Vidlak

I. **President Sherry called the meeting to order at 4:00pm.**

II. **APPROVAL OF MINUTES**

A motion was made by Mr. Ahrens and seconded by Mr. Anderson to approve the meeting minutes of November 19, 2013. 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**

Mr. Wagner updated the Board with next steps. The Executive Committee is developing a phasing plan and capital funds plan to bring before the board in February for discussion and action in March.

a. President Sherry thanked Susan Stein and Mark McFadden for their years of service and the knowledge they brought to the OBS Board.

**B. Financial Report**

Ms. Curliss reports that November was a good month and we are on track to meet year end goals.

**a. Approval of 2014 OBS Budget**

Ms. Sladky provided an overview of the OBS budget (the City of Madison was presented at the November meeting). The 2014 proposed budget is very flat when compared to the 2013 approved budget which was clearly expressed by charts. A chart also expressed the 2012 expenditures as provided by the 2012 audit – the most recently completed audit. Expenses are classed by the auditors as either Program Services (such as education, garden maintenance, events, newsletter, etc) and compared to Supporting Activities (fundraising and administration). In 2012, a 78/22 ratio was achieved which is desirable for a not-for-profit organization and is the goal for 2014.

A motion was made by Ms. Curliss and seconded by Ms. Ogden to approve the 2014 OBS Budget. Motion carried unanimously.

b. A motion was made by Ms. Ogden and seconded by Ms Loewi to transfer the \$200,000 received from the estate of Orville W Dusso to the Olbrich Botanical Society Foundation. The funds are donor-designated to benefit the Bolz Conservatory operations and will be placed in the Orchid Fund in the Foundation assets. Motion carried unanimously.

### C. Nominations Report

Ms. Loewi gave an overview of the following nominations: (items a, b, and c were taken as one item).

a. Elect the following to a three-year term on the Board of Directors (see bios in your Board packet)

Susan Phillips  
William F. White

b. Elect the following to a one year term on the Board of Directors:

Janet Loewi  
Jennifer Curliss

c. Elect the following to a 2<sup>nd</sup> three year term on the Board of Directors:

Tim Sherry

A motion was made by Ms. Ogden and seconded by Mr. Hess to approve the nominations shown in items a, b & c above. Motion carried unanimously.

d. Elect the following Board members to serve as officers for the 2014 calendar year:

President – Tim Sherry  
Vice President – Kevin Hess  
Secretary – R. Richard Wagner  
Treasurer – Jennifer Curliss

A motion was made by Ms. Herfel and seconded by Ms. Loewi to approve the nominations shown in item d above. Motion carried unanimously.

e. Elect the following OBS members to serve a one-year term for the calendar year 2014 as non-voting Advisors to the Board of Directors:

Dennis Birke	Jeff Levy
Jack Bolz	Dale Mathwich
JT Covelli	Dan Matson
Sandy Dolister	Jerry Minnich
Elizabeth Ogren-Erickson	Susan Stein
Shirley Homburg	Barbara Tensfeldt
Edith Lawrence-Hilliard	Paul Williams

A motion was made by Ms. Loewi and seconded by Ms. Curliss to approve the nominations in item e above. Motions carried unanimously.

President Sherry acknowledged that the Board of Advisors brought a breadth of experience to the Board.

f. Confirmation of the Olbrich Botanical Society Foundation elections held Nov 13, 2013.

President	Sandy Dolister
Vice-President	Tim Sherry
Secretary/Treasurer	Phyllis Lovrien
Director (another term)	Phyllis Lovrien

A motion was made by Ms. Curliss and seconded by Mr. McFadden to confirm the elections in item f above. Motion carried unanimously.

**D. Director's Report**

Ms. Sladky reviewed staff reports. She noted that the opening weekend attendance to the Holiday Train Show was very positive and we hope to make goal for the event. US Bank Eve will be here on Dec 31. Please note that HGA will make a presentation to the Park Commission at their January 8<sup>th</sup> meeting which will be held at Olbrich at 6:30pm. After the Jan 21 OBS Board meeting, we will welcome new Board members with a 'wine and cheese' reception in the Bolz Conservatory.

**E. Development Report**

Ms. Covelli reported that the Development Committee continues to work hard on 2014 events, sponsorship ideas, etc... Ms. Taschek is working on the January 30<sup>th</sup> sponsor event. Board members will be invited. Ann Heiden invites anyone interested in working on the Development Committee to contact her. Ms. Ogren Erickson will be working on grant writing requests in 2014.

**Capital Campaign:** Mr. Hess noted there is already a donation to the campaign.

**F. Marketing & Public Relations Report**

Ms Covelli acknowledged Katy Plantenberg from the OBS staff has assumed more duties in the marketing area. She thanked Mr. McFadden for his assistance on the Development Committee.

V. **NEW BUSINESS**

There is no new business.

VI. **ANNOUNCEMENTS**

HGA Presentation at Board of Park Commissioners  
January 8<sup>th</sup> @ 6:30 pm – Olbrich Botanical Gardens

January 21 @ 5 pm (following the Jan Board meeting) wine and cheese reception in the Bolz Conservatory

January 30 @ 5 – 7 pm -- Sponsor Thank you Party – Bolz Conservatory

VII. **ADJOURNMENT**

The meeting was adjourned at 4:55pm.