

OLBRICH BOTANICAL SOCIETY
Board of Directors Meeting Minutes
December 15, 2015

Members Present: Kevin Hess, Bill White, Dick Wagner, Mary Phillips, Tim Sherry, Renee Boyce, Julie Herfel, Dan Lauffer, Erin Ogden, Michelle Taschek, David Ahrens, Eric Knepp, Laurel Neverdahl, Marsha Rummel, Roberta Sladky, Betty Chewning

Members Absent: Susan Derse Phillips, Julie Rupert, Jeffrey Lewis

Advisors Present: Fred Anderson, Jt Covelli, Janet Loewi, Dale Mathwich, Paul Williams

Staff Present: Patti Jorenby, Ashlyn Mehlhaff, Katy Morgan-Davies

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

II. **APPROVAL OF MINUTES**

A motion was made by Mr. Wagner and seconded by Mr. White to approve the meeting minutes of November 17, 2015. 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

a. Nominations

The Nominations Committee recommends the following nominations to begin terms in 2016.

Elect **Mary Phillips** to a three-year term on the Board of Directors (her first full term)

Elect **Michelle Taschek** to a second three-year term on the Board of Directors.

Elect **Dan Lauffer** to a second three year term on the Board of Directors

Elect **Erin Ogden** to an additional one year on the Board of Directors (with special circumstances per the bylaws)

A motion was made by Mr. Sherry and seconded by Ms. Herfel to approve the above nominations. Motion carried unanimously.

The Nominations Committee recommends the following Officers be elected for the calendar year 2016.

President – Kevin Hess

Vice President – Bill White

Secretary – Dick Wagner

Treasurer – Mary Phillips

Past President – Tim Sherry

A motion was made by Ms. Ogden and seconded by Ms. Taschek to approve the above nominations. Motion carried unanimously.

Elect the following OBS members to serve a one year term for the calendar year 2016 as non-voting Advisors to the Board of Directors

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|---------------------------------|---------------------------------|
| Fred Anderson | Janet Loewi |
| Dennis Birke | Dale Mathwich |
| Jack Bolz | Dan Matson |
| JT Covelli | Jerry Minnich |
| Sandy Dolister | Jennifer Nordlof-Curliss |
| Elizabeth Ogren Erickson | Tricia Perkins |
| Edith Lawrence-Hilliard | Emanuel Scarbrough |
| Jeff Levy | Barbara Tensfeldt |
| | Paul Williams |

A motion was made by Ms. Ogden and seconded by Ms. Neverdahl to approve the above nominations. Motion carried unanimously.

In addition to the elected directors, the OBS Board has seven ex officio positions which are filled as follows:

- Madison Parks Superintendent – **Eric Knepp**
- Neighborhood Association Representative – **Betty Chewning**
- Olbrich Garden Club Representative - **Laurel Neverdahl**
- District 15 Alder – **David Ahrens**
- District 6 Alder - **Marsha Rummel**
- Madison Board of Park Commissioners Representative – **Jeffrey Lewis**
- Garden Director - **Roberta Sladky**

B. Confirm OBS Foundation Election

**Olbrich Botanical Society Foundation Board of Directors
Confirmation of Elections held 11/12/2015**

(excerpt from the draft minutes) Election of Officers and Directors for 2016

A motion was made by Mr. Bolz and seconded by Matson to re-elect the slate of Director and Officers as proposed.

Re-elect as President	Sandy Dolister
Re-elect as Vice President	Tim Sherry
Re-elect as Secretary-Treasurer	Phyllis Lovrien

Re-elect for an additional five-year term as Director	Jack Bolz
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Ex Officio OBSF Directors for 2016 (assuming nominees are elected Dec 15, 2015)

OBS Board President	Kevin Hess
OBS Board Past President	Tim Sherry
OBS Board Treasurer	Mary Phillips
OBG Garden Director	Roberta Sladky

A motion was made by Ms. Neverdahl and seconded by Ms. Ogden to approve the above elections. Motion carried unanimously.

c. Capital Campaign Update

Mr. Sherry noted the campaign cabinet had a 2nd meeting and was well attended. Most people from the contact list have already been contacted or the appointments are scheduled.

B. Financial Report

a. November 2015 Financials

Ms. Phillips reviewed the report and notes that Revenue is up \$125,000 (\$114,000 due to Special Events) and Expenses are down \$34,000.

b. Approval of 2016 OBS Operating Budget

It was noted that the past few years have each had a 5% increase in total budget over the previous year, but that each year the budget is ‘built’ by each section and combined for the final budget..

A motion was made by Mr. Lauffer and seconded by Ms. Ogden to approve the 2016 OBS Operating Budget. Motion carried unanimously.

c. Capital Campaign Budget (not on agenda)

A copy of the 2016 Capital Campaign Budget is enclosed in the packet. Ms. Sladky discussed how she put the budget together. It is noted that “regular” staff time is not included in this number, but Ashlyn Mehlhaff position is. It is suggested that including a basic % of time other staff spend on the Campaign would be useful information, even if not included in budget numbers.

A motion was made by Mr. Wagner and seconded by Ms. Ogden to approve the 2016 Capital Campaign Budget. Motion carried unanimously.

C. Director’s Report

Ms. Sladky reviewed staff reports. The Holiday Show Preview Party was very well attended – record crowd. The warm weather has allowed the Horticulture staff to continue outdoor projects and that should help when spring rolls around. Ms. Sladky thanked the Board members and staff for a successful 2015.

D. Development and Marketing Staff Update

Katy Morgan-Davies provided information re: William Wartmann and previous donations to support the Children of the Rainforest programs. Mr. Wartmann requested a letter from the Board that acknowledges his donation will also be used to provide transportation to people who request assistance in getting to and from the event.

A motion was made by Mr. Wagner and seconded by Mr. Sherry to respond to the donors request for a letter from the Board re: donation to be used for program and transportation as needed. Motion carried unanimously.

Update – staff are waiting to hear from Adams Outdoor Advertising in regards to Olbrich being selected as one of their “sponsor partners”.

E. Development Committee Report

Ms. Covelli reports the committee didn't meet this past month, but the committee plans to reevaluate what their role is, how best to assist staff, etc... She noted that social media continues to be used more and more and that Olbrich is getting assistance from professionals in that area to show us best ways to use it.

F. Marketing & Public Relations Report

Please review staff report.

V. **NEW BUSINESS**

There is no new business.

VI. **ANNOUNCEMENTS**

There are no announcements.

VII. **ADJOURNMENT**

The meeting was adjourned at 4:45pm.