

**OLBRICH BOTANICAL SOCIETY
Board of Directors Meeting Minutes
November 19, 2019**

Members Present: Julie Rupert, Philip Bradbury, Renee Boyce, Mary Phillips, Alnisa Allgood, Susan Goodwin, Kevin Hess, Erik Lincoln, Laura Peterson, Tim Sherry, Dick Wagner, Angela Jenkins, Eric Knepp, Laurel Neverdahl, Roberta Sladky

Members Absent: Bill White, Susan Derse Phillips, Betty Chewning, Brad Hinkfuss, Nancy Ragland

Advisors Present: Fred Anderson, Jt Covelli, Dale Mathwich

Staff Present: Patti Jorenby, Katy Plantenberg, Rylee Schuchardt, Kai Skadahl, Joe Vande Slunt, Hannah Tubbs, Randy Wiesner (City Engineering)

I. **The meeting called to order at 4:02 pm.**

II. **APPROVAL OF MINUTES**

A motion was made by Mr. Hess and seconded by Mr. Wagner to approve the meeting minutes of October 15, 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. **OLBRICH STAFF PRESENTATION**

Introduction to Publicity and Social Media – by Katy Plantenberg, PR & Marketing Manager

Katy Plantenberg reports that Tom Fullmer is ill and he is the social media “guru”, so they will present in full at an upcoming meeting.

V. **REPORTS**

A. President’s Report

President Julie Rupert acknowledged two former OBS employees with the following resolutions:

Jane Nicholson

WHEREAS, Jane Nicholson has faithfully served as Director of Education for Olbrich Botanical Society for 10 years, and,

WHEREAS, Jane Nicholson’s vision and efforts have led to remarkable growth of Olbrich’s education department, including adult, youth & family, and school programs, and,

WHEREAS, Jane Nicholson led the education department’s efforts to help design and configure the Frautschi Family Learning Center,

NOW, THEREFORE LET IT BE RESOLVED that the Olbrich Botanical Society Board of Directors extends sincere gratitude to Jane Nicholson for her service and wishes her well in her future endeavors.

Cindy Sullivan

WHEREAS, Cindy Sullivan has faithfully served as Manager and other roles in the Growing Gifts Shop for Olbrich Botanical Society for 10 years, and,

WHEREAS, Cindy Sullivan’s vision and efforts have led to remarkable growth of Olbrich’s Growing Gifts Shop, providing much needed financial support to Olbrich Botanical Society, and,

WHEREAS, Cindy Sullivan transformed the Growing Gifts Shop into one of Dane County’s best gift stores,

NOW, THEREFORE LET IT BE RESOLVED that the Olbrich Botanical Society Board of Directors extends sincere gratitude to Cindy Sullivan for her service and wishes her well in her retirement.

Mr. Wagner recommended approval of the resolutions by acclamation.

Ms. Sladky congratulated OBS Board member, Alnisa Allgood, on receiving a Live Forward Award earlier that day from Sustain Dane. The Live Forward Awards recognize local change makers and inclusive leaders who are accelerating sustainability and advancing community wellbeing.

- a. **Project Update** – Randy Wiesner noted that Building Inspection was onsite today and provided a list of items that needed attention before occupancy could be approved for the north side of the Greenhouse. – that should be done by Friday and plants moved in. Other areas of the Greenhouse should be ready by next week Friday.

Learning Center – they are preparing for air filtration tests and then the walls can be closed. Pavers are still being installed and the fire lane is being poured this week. The rain pond is roughed in. The budget looks good. Question re: warranty – Randy explained there is a 1yr warranty on workmanship and he will schedule walk through at 3mo, 6mo, 9mo and 11mo so there will be fewer surprises at the 1yr end of the warranty period.

- b. **Capital Campaign Update** – Joe Vande Slunt reviewed the Development Report and noted that the public tours are filled. Each participant receives a packet with donation information and staff will follow up with an email.

B. Financial Report

- a. **September 2019 Financials** – Rylee Schuchardt reviewed the financial report.

C. Director's Report

Staff Written Reports – Ms. Sladky reviewed the staff reports. She noted that attendance is catching up a bit for YTD. Staff are currently working on the OBS budget and notes the 2020 programmatic theme needs a budget as well as the Community Engagement and Inclusion work group. The Holiday Train Show set-up started yesterday. The Volunteer Appreciation lunch is scheduled for February 14th. GLEAM was @ \$78,000 over goal and the new Education catalog for January – May 2020 should be out mid-December.

- D. **Development Report** – Joe Vande Slunt reviewed the Development report. The Holiday Train Show Member Preview takes place Fri, Dec 6th from 4 – 6pm and he is looking for a few Board members to help greet members that attend – contact Joe if you are available. The Waunakee Big Band will perform.

- E. **Marketing & Public Relations Report** – Katy Plantenberg reviewed the report. She noted that the Learning Center and Greenhouse tours were picked up by media last week and filmed the tours.

VI. NEW BUSINESS

There was no new business.

VII. ANNOUNCEMENTS

- The Board survey is still on the way
- Mr. Knepp provided some updates:
 - Congratulations to staff on the continued good work during the construction upheaval
 - The Walter St parking lot will be open soon – the parking stall lines need to be painted
 - Continued work on bike access to Garver Feed Mill (and Olbrich) for the Eastmoreland neighborhood
 - The Garver Feed Mill is open and the current agreement on Lot 2 will expire at the end of 2019
 - 2020 City of Madison budget hearings are complete and most Alders showed support for Olbrich Gardens and the addition of staffing due to the new addition
 - Neighborly brokerage (who sold the City of Madison's mini bonds) is closing. Participants who purchased mini bonds were notified and should follow the directions that were provided and transfer their bonds to a new brokerage by the end of the year.

VIII. ADJOURNED

The meeting adjourned at 5:12 pm.