

Olbrich Botanical Society - Board of Directors Meeting

Date: Tuesday, October 22, 2024

Board members in attendance: Philip Bradbury, Susan Goodwin, Bethany Ordaz, Laura Peterson, Julie Bernauer, Matt Cornwell, Mike Maddox, John Manzer, Maureen Martin, Bill Patek, Caren Lewis, Michele Miller Hayes, Sandra Statz

Board members absent: Alnisa Allgood, Juscha Robinson

Ex-officio directors in attendance: Moira Harrington, Tanya Zastrow, Lisa Laschinger, Betty Chewing

Ex-officio directors absent: Eric Knepp, Laural Neverdahl, Liz Dannenbaum

Advisors in attendance: Jt Covelli

Advisors absent: Mary Phillips, Kevin Hess

Staff in attendance: Amanda Kuhl, Joe Vande Slunt, Katy Nodolf, Jennifer Delaney, Samantha Peckham, Sarah Wilcox, Kim North

1. Call to order at 4:01pm by Susan Goodwin
2. Approval of August 20, 2024 minutes
 - a. Amendments recommended by Joe Vande Slunt to provide greater detail in motions, fix typos as needed
 - b. Motion to approve amended minutes by Laura Peterson, seconded by Bill Patek; voted and approved
3. Amanda White Consulting Presentation: Amanda White
 - Presentation from Amanda White highlighting Olbrich's SWOT analysis, key progress made in recent months, her recommendations for Olbrich going forward and priorities for long-term success
4. Interpretive Plan Presentation: Kim North
 - Presentation from Kim North highlighting what interpretation means at Olbrich and details of the financial request (done in two phases)
5. Board Committee Reports
 - a. Development Committee from Susan Goodwin
 - No additional information aside from Amanda White Consulting presentation
 - b. Finance Committee report from Laura Peterson
 - Review of August monthly financial summary
 - Lake Ridge Bank CD matured and renewed, will mature in mid-January
 - Motion to approve updated Board Resolutions for Tanya and Joe to conduct business on behalf of OBS. Motion approved by Caren Lewis, seconded by Sandra Statz; voted and approved
 - Motion to approve the OBS Finance Committee's recommendation of \$225,000 for an Interpretive Plan: \$100,000 to hire the Interpretive Planning firm to create the plan,

and \$125,000 as matching funds for an upcoming grant application with the Institute of Library and Museum Services to fund the implementation of the Interpretive Plan.

Motion approved by Mike Maddox, seconded by Maureen Martin; voted and approved

- Motion to approve OBS 990 Tax Form. Motion approved by Bethany Ordaz, seconded by John Manzer; voted and approved
- Move a bequest recently received from the OBS Legacy Gifts account at Lake Ridge Bank to the OBS Foundation, from the Estate of Mary Ann B. Fahl in the amount of \$15,100.17, to be used for general purposes. Motion approved by Sandra Statz, seconded by Bethany Ordaz; voted and approved.
- c. Governance Committee report from Sandra Statz
 - Seeking new board members for 2025 terms (2 new positions), nomination form link is available online, specifically looking for people with development, diversity and investment experience, and political connections
- d. Human Resources Committee report from Matt Cromwell
 - Matt Cornwell to take over as committee chair starting Jan 1
 - Working on Executive Director evaluation process, seeking feedback on the evaluation form
- e. Master Plan Committee
 - Reviewing and revising RFP, master plan remains in capital budget, will finalize once capital budget is finalized

6. Executive Director Report from Tanya Zastrow

- a. Reviewed progress of the Board Strategic Plan Goals 2025

7. Adjournment

- a. Motion to adjourn at 5:35pm by Sandra Statz seconded by Julie Bernauer; voted and approved