

OLBRICH BOTANICAL SOCIETY
Board of Directors Meeting Minutes
December 18, 2018

Members Present: Bill White, Julie Rupert, Dick Wagner, Kevin Hess, Alnisa Allgood, Renee Boyce, Susan Derse Phillips, Tim Sherry, Michelle Taschek, Betty Chewning, Brad Hinkfuss, Angela Jenkins, Eric Knepp, Laurel Neverdahl, Nancy Ragland, Roberta Sladky

Members Absent: Mary Phillips, Philip Bradbury, Dan Lauffer, Erik Lincoln

Advisors Present: Fred Anderson, Jt Covelli, Paul Williams

Staff Present: Jake Immel, Patti Jorenby, Lisa Laschinger (City Parks), Rylee Schuchardt, Kai Skadahl, Hannah Tubbs, Joe Vande Slunt, Randy Wiesner (City Engineering)

I. **The meeting was called to order at 4:04pm.**

II. **APPROVAL OF MINUTES**

A motion was made by Mr. Hess and seconded by Ms. Taschek to approve the meeting minutes of November 20, 2018. 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. Capital Campaign Update – Joe Vande Slunt reported donations of \$48,000 in 4th quarter and we are just shy of \$4.9 million. Ms Phillips requested that future reports include more detail regarding donations, pledges, fund transfers, etc...

b. Project Update – Randy Wiesner reported that the helical piers continue to be installed. The re-bar cage for the cistern is in and the concrete was poured today for the cistern floor. The vertical re-bar is being installed for the walls. The top of the cistern is pre-formed concrete and will become the floor of the Education Center. Greenhouse – the contractor, Joe Daniels, is waiting on submittals from the vendor that won that part of the project bid.

c. Nominations - Kevin Hess reviewed the Nominations Report.

Thank you to our outgoing Board members, **Michelle Taschek and Dan Lauffer**, who completed two terms as OBS Board Directors.

The Nominations Committee recommends the following Directors be elected for additional terms.

Elect **Mary Phillips** to a second three-year term

A motion was made by Ms. Derse Phillips and seconded by Ms. Taschek to accept this nomination. Motion carried unanimously.

The Nominations Committee recommends the following be elected to a three-year term as Director.

Elect **Susan Goodwin** to a three-year term

Elect **Laura Peterson** to a three-year term

A motion was made by Mr. Sherry and second by Ms. Derse Phillips to accept this nomination. Motion carried unanimously.

The Nominations Committee recommends the following Officers be elected for the calendar year 2019.

President – Julie Rupert

Vice President – Philip Bradbury

Secretary – Renee Boyce

Treasurer – Mary Phillips

Past President – Bill White

A motion was made by Ms. Derse Phillips and seconded by Ms. Sladky to accept this slate of officers. Motion carried unanimously.

Elect the following OBS members to serve a one year term for the calendar year 2019 as non-voting Advisors to the Board of Directors

Fred Anderson

Dennis Birke

Jack Bolz

JT Covelli

Sandy Dolister

Elizabeth Ogren Erickson

Julie Herfel

Edith Lawrence-Hilliard

Jeff Levy

Janet Loewi

Dale Mathwich

Dan Matson

Jerry Minnich

Jennifer Nordlof

Erin Ogden

Tricia Perkins

Emanuel Scarbrough

Michelle Tashek

Barbara Tensfeldt

Paul Williams

A motion was made by Ms. Neverdahl and seconded by Ms. Boyce to accept this slate of advisors. Motion carried unanimously.

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

- Madison Parks Superintendent – **Eric Knepp**
- Neighborhood Association Representative – **Betty Chewning**
- Olbrich Garden Club Representative - **Laurel Neverdahl**
- District 15 Alder Designee --**Angela Jenkins**
- District 6 Alder Designee – **Brad Hinkfuss**
- Madison Board of Park Commissioners Representative – **Nancy Ragland**
- Garden Director - **Roberta Sladky**

The Board wishes to thank Mr. Hess for his work on the nominations report.

d. Confirm OBS Foundation Election

**Olbrich Botanical Society Foundation Board of Directors
Confirmation of Elections held 11/8/2018**

The Olbrich Botanical Society Foundation elected the following officers for 2019. Olbrich Botanical Society confirms that election.

President	Sandy Dolister
Vice President	Tim Sherry
Secretary-Treasurer	Phyllis Lovrien

A motion was made by Mr. Hess and seconded by Mr. Wagner to confirm the OBS Foundation election. Motion carried unanimously.

In addition to the elected directors, the OBSF Board has four ex officio positions, which will be filled as follows: (assuming OBS nominees are elected Dec 18, 2018)

OBS Board President	Julie Rupert
OBS Board Past President	Bill White
OBS Board Treasurer	Mary Phillips
OBG Garden Director	Roberta Sladky

e. Parental Leave Resolution (Executive Committee recommends approval)

Whereas, The City of Madison has implemented a Paid Parental Leave benefit, and,
Whereas, The Olbrich Botanical Society strives to maintain some parity with City of Madison employee benefits,
Therefore be it resolved that Olbrich Botanical Society will provide six weeks (240 hours) of paid parental leave retroactive to December 1, 2018 and that it will be added to the employee manual in a 2019 revision, and,

Let it be further resolved that the leave rules, as spelled out by the City of Madison be followed in principle by OBS employees. Employees must be in good standing and be in paid status for 1000 hours in the previous six months; employees must apply for the leave by letter with at least 30 days notice except for medical emergencies and must complete the leave in the first year after birth or adoption. The benefit is available to regular full and part-time employees (who work at least 20 hours per week) and is pro-rated based on the number of hours the employee is scheduled. Employees must return to work for at least six months following the use of paid parental leave or the value of the leave must be repaid.

The City of Madison passed a similar policy and OBS strives to match employee benefits for OBS employees when feasible. Ms. Sladky reviewed and noted the policy will be added to the OBS Employee Handbook in 2019 with other, more minor, changes are approved.

Upon discussion, it was agreed by Board members that language will be changed/added to include employees must be in paid status for 1,000 hours in previous 1 year and to allow the Executive Director to approve exceptions at the onset of the policy with a 3 month grace period. Wording will be included and a final copy provided to the Board, but no further approvals needed after this meeting.

A motion was made by Mr. Hess and seconded by Ms. Ragland to approve the resolution with the changes discussed. Motion carried unanimously.

B. Financial Report

- a. October 2018 Financials – Ms. Sladky reports that Total Revenue is favorable for both month and YTD. Total Operating Expenses are unfavorable by \$60,000 for the month, but favorable by \$80,000 for YTD.
- b. Approval of 2019 OBS Operating – Ms. Sladky reviewed the budget.

A motion was made by Ms. Rupert and seconded by Mr. Hinkfuss to approve the 2019 OBS Operating Budget as presented. Motion carried unanimously.

C. Director's Report

Ms. Sladky reviewed staff reports.

D. Development Report

Joe Vande Slunt reviewed staff report.

E. Marketing & Public Relations Report

Ms. Sladky reviewed the report and noted the 2017 Annual Report is complete and she will send a link to members.

V. NEW BUSINESS

Ms. Allgood and Ms. Jenkins noted that they have started a community forum to answer neighborhood questions.

VI. ANNOUNCEMENTS

President White would like Board to know how much he has enjoyed his tenure as President.

Ms. Jenkins announced she is running to fill Alder David Ahrens seat.

VII. ADJOURNMENT

The meeting was adjourned at 5:02pm.