

**OLBRICH BOTANICAL SOCIETY**  
**Board of Directors Meeting Minutes**  
**April 28, 2015**

**Members Present:** Renee Boyce, Julie Herfel, Kevin Hess, Dan Lauffer, Jeffrey Lewis, Laurel Neverdahl, Erin Ogden, Mary Phillips, Susan Derse Phillips, Marsha Rummel, Tim Sherry, Roberta Sladky, Michelle Taschek, Dick Wagner, Bill White

**Members Absent:** David Ahrens, Eric Knepp, Julie Rupert, Sue Thering

**Advisors Present:** Fred Anderson, Jt Covelli, Sandy Dolister, Elizabeth Ogren-Erickson, Tricia Perkins, Barb Tensfeldt, Paul Williams

**Guests Present:** Patrick Berry, Debbie Wiora, Craig Keleher

**Staff Present:** Angela Donahue, Missy Jeanne, Patti Jorenby, Katy Morgan-Davies, Katy Plantenberg, Nancy Vidlak

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

II. **APPROVAL OF MINUTES**

A motion was made by Ms. Taschek & seconded by Mr. White to approve the meeting minutes of March 17, 2015, with correction to add Ms. Ogden in attendance at that meeting. 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**

**B.b. Presentation of 2014 Audit by Smith & Gesteland LLP**

Debbie Wiora - Partner and Craig Keleher – Supervisor, distributed a draft of the audit report. They reviewed the results with the Board of Directors and issued a clean opinion. There were several ledger adjustments made during the audit that increased net assets by \$51,667.

A motion was made by Ms. Ogden and seconded by Mr. Wagner to accept the audit results. Motion carried unanimously.

**A. President's Report**

a. Capital Campaign Update – Katy Morgan-Davies gave an update on the Capital Campaign and introduced the Case Statement materials. There are quotes, numbers and statistics, background information, renderings of the Education Center and Greenhouse, and a sky view of the proposed Education Center and Production Greenhouse. There was lively discussion and suggestions for clarification and changes to the materials.

**B. Financial Report**

## a. March 2015 Financials

Ms. Phillips reviewed the reports and noted that March revenue is down \$10,000, but YTD is up. The variance can be attributed to timing differences. March expenses are over budget by \$10,000, but YTD is down \$20,000. The health care plan for OBS is changing and will be reported in detail at the May meeting.

**C. Director's Report**

Ms. Sladky reviewed staff reports. The Plant Sale is coming up and there are still some volunteer opportunities – call Marty if you are available.

**D. Development & Marketing Staff Update**

Katy Morgan-Davies updated the Board on staff changes. 20 new plaques were ordered for the Donor's Arbor (the annual average is 10). Rhapsody sponsorships are going well and we are still selling tickets and tables. GLEAM funds have been received. The preview party, which will be a ticketed event, is scheduled for Friday, August 28<sup>th</sup>. Katy noted that we need 49 more Facebook likes to reach 6,000.

## a. Update donor privacy

The Donor Privacy Policy update was described briefly.

A motion was made by Ms. Ogden and seconded by Ms. Derse Phillips to approve the updated donor privacy change. Motion carried unanimously.

**Donor Privacy Policy**

Olbrich Botanical Society (OBS) is committed to protecting your privacy. OBS will not sell or share your personal information with a third party, and uses information submitted solely for OBS purposes. Your name may appear in Olbrich Botanical Society's annual report as a donor, but will not be linked with personal information. Please e-mail [olbrichinformation@cityofmadison.com](mailto:olbrichinformation@cityofmadison.com) to change your name to 'anonymous' in Olbrich Botanical Society's annual report.

*Revised 4/28/2015*

*OBS Board of Directors.*

**E. Development Committee**

Ms. Covelli reported that items were covered in previous reports.

**F. Marketing & Public Relations Report**

Ms. Covelli reported that items were covered in previous reports.

**V. NEW BUSINESS**

Staff and guests were asked to leave the so that Board President Kevin Hess could share personnel information.

**VI. ANNOUNCEMENTS**

There are no announcements.

**VII. ADJOURNMENT**

The meeting was adjourned at 5:20pm.