

**OLBRICH BOTANICAL SOCIETY
Board of Directors Meeting Minutes
March 20, 2018**

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

Members Absent: Bill White, Mary Phillips, Philip Bradbury, Dan Lauffer, Susan Derse Phillips, Erik Lincoln, Eric Knepp

Advisors Present: Jack Bolz, Jt Covelli

Staff Present: Patti Jorenby, Joe Vande Slunt

I. The meeting was called to order at 4:00pm

II. APPROVAL OF MINUTES

A motion was made by Ms. Allgood and seconded by Mr. Wagner to approve the meeting minutes of January 16, 2108. Request correction to section IV, end of line 2 – should say “phase”. Motion carried unanimously with correction.

III. PUBLIC COMMENTS

There were no members of the public who wished to comment on items not on the agenda.

IV. PROJECT UPDATE – by Randy Wiesner, Architect 3 City Engineering

Randy Wiesner was not able to attend meeting, but submitted a written report that Ms. Sladky presented to the Board. We are in the final design phase called Construction Drawings and this will be completed in mid-May. Before that time, staff will review a 70% set of drawings and then a 90% set of drawings. No changes will be made, just checking that previous corrections or notes were captured by the architects. The project is approximately \$1.8 million over the original estimated construction budget. This is due to unforeseen requirements, not staff choices. The overage is accounted for by several building code, fire code, and storm water management ordinances and state statutes that we are required to address, as well as the expense of the foundation due to the poor soils. Staff have some ideas of how to address the issues and will continue to work on it.

V. REPORTS

A. Vice President’s Report

- a. Capital Campaign Update – Joe Vande Slunt noted that we have \$4.65 million pledged and raised.
- b. Class Registration Employee Benefit Policy – Ms. Sladky presented the new policy and answered questions.

A motion was made by Ms. Chewning and seconded by Ms. Taschek to approve the Class Registration Employee Benefit policy. Motion carried unanimously.

Vice President Rupert thanked Ashlyn Mehlhaff for her service to Olbrich Botanical Society and wished her luck in her new position.

A motion was made by Ms. Sladky and seconded by Mr. Hess to formally thank Ashlyn Mehlhaff for her service. Motion carried unanimously.

Ms. Sladky distributed a handout to remind Board members of the upcoming public meeting to discuss uses the Lot 3 property behind Garver and the location for Olbrich's operations areas that need to be relocated due to Garver redevelopment. The meeting is March 29th at 6pm at Olbrich Gardens – please attend to support the Garden's needs.

B. Financial Report

Ms. Sladky reviewed the January 2018 Financial Report. Ms. Phillips met with the auditors when they were onsite in February and had an accountant work with Angela Donahue to make updates to close 2017. The auditors requested a few additional items after they left. Ms. Sladky noted that OBS made a \$20,000 match for employee 401K's.

C. Director's Report

Ms. Sladky reviewed staff reports. Special Events have hired a new staff person – Mike Gibson. GLEAM artists have been selected. Volunteer report noted that staff are requesting more volunteers, so that is keeping Marty Petillo busy. Attendance is a little lower due to a couple of timely weather incidents. Kai Skadahl will transition to OBS Admin Support in April and a new Education Registrar is being hired. Membership households are at 6,664.

Ms. Ragland and other members noted how great the recent newsletter is – BEST EVER. Mr. Bolz requested that more information on Planned Giving start be included in the Newsletter. There was discussion of having an issue dedicated to volunteering and planned giving. It was suggested that with the new tax laws, people may need more information on how to use the laws to their advantage and how to help Olbrich at the same time.

D. Development & Marketing Staff Update

Joe Vande Slunt noted that Membership continues to move along and that renewals are at approximately 75%. The Spring Appeal will go to approximately 5,500 people. Staff are in the process of working with a new software developer that allows for more customization and membership/donations can be processed directly through the software OBS, instead of going through the City of Madison payment system. This will allow staff to offer special promotions, make unique contacts, and have less time doing data entry.

E. Marketing & Public Relations Report

Please review the Marketing Report – we had lots of great coverage for the Spring Show.

VI. NEW BUSINESS

There is no new business.

VII. ANNOUNCEMENTS

There are no announcements.

VIII. ADJOURNMENT

The meeting adjourned at 4:50 pm.