

**OLBRICH BOTANICAL SOCIETY
Board of Directors Meeting Minutes
June 19, 2018**

Members Present: Bill White, Julie Rupert, Dick Wagner, Renee Boyce, Philip Bradbury, Susan Derse Phillips, Tim Sherry, Michelle Taschek, Erik Lincoln, Betty Chewning, Laurel Neverdahl, Roberta Sladky, Nancy Ragland

Members Absent: Mary Phillips, Kevin Hess, Alnisa Allgood, Dan Lauffer, Angela Jenkins, Eric Knepp, Brad Hinkfuss

Guest Present: Randy Wiesner, Architect 3 City Engineering

Staff Present: Patti Jorenby, Kai Skadah, Hannah Tubbs, Joe Vande Slunt

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

II. **APPROVAL OF MINUTES**

A motion was made by Mr. Wagner and seconded by Ms. Boyce to approve the meeting minutes of May 15, 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 the campaign funds are \$4.278 million. Staff will be working with the database to determine donors. In addition, Board members should consider becoming part of the Development Committee.

b. Project Update: Bidding & Timetable – Randy Wiesner reported that since the last update to the Board, the design was completed and the project is out for bid. Four general contractors attended the first informational meeting and there is a 2nd meeting on June 27th. The bids are due July 12th. The selected bid would go to approval at the Common Council in mid-August and the ground-breaking would be in September.

B. Financial Report

a. April 2018 Financials – Ms. Sladky reviewed the report and noted that revenue is ahead of budget and ahead of 2017. Expense is slightly under budget and ahead of 2017, but the 2018 budget is higher so that is expected. Angela Donahue, OBS Financial Coordinator is resigning, effective July 6th. Staff and Treasurer Mary Phillips are currently reviewing applications and conducting interviews. We may have to hire a temp person. Kai Skadah is learning payroll and will be able to carry out daily finance operations.

b. Resolutions for Capital Project Support

Mr. Wagner reviewed the current project funding (handout included in Board packet), including the changes that require an increase of the budget and how OBS would pay for their increased share if no future fundraising takes place. He stressed the importance of being prepared for the City of Madison to sign contracts and to show how OBS will meet their \$6 million obligation.

1. Resolution 1

Whereas, Olbrich Botanical Society (OBS) and the City of Madison (City) through Madison Parks partnered to share expenses equally to fund an expansion of Olbrich Botanical Gardens (OBG) facilities for a Learning Center and replacement Production Greenhouse, and

Whereas, the estimated costs of the project have increased from \$10 million to \$12 million because of unforeseen code requirements and foundation issues, and

Whereas, the OBS Board of Directors passed a resolution outlining a financial plan on March 18, 2014 for \$10 million, and

Whereas, the OBS Executive Committee recommends that the OBS Board of Directors adopt a series of resolutions to revise the 2014 financial plan to the \$12 million amount, and

Whereas, the OBS Executive Committee allocated an additional \$250,000 from reserves, and

Whereas, the OBS has \$152,697 in bequests that have not been transferred to the Olbrich Botanical Society Foundation (OBSF). Similar bequests have been set aside is a special short-term investment to fund the Rooted & Growing campaign along with campaign contributions with the agreement of OBSF (for this capital campaign).

Therefore be it resolved that the Olbrich Botanical Society Board of Directors authorizes that \$250,000 from OBS reserves be transferred to the Rooted & Growing Capital Campaign fund, and

Therefore be it further resolved that the \$152,697 in bequests be transferred and invested in the Rooted & Growing Capital Campaign fund as advised by Monona Bank.

A motion was made by Mr. Wagner and seconded by Mr. Sherry to approve Resolution 1. Motion carried unanimously.

2. Resolution 2

Whereas, Olbrich Botanical Society (OBS) and the City of Madison (City) through Madison Parks partnered share expenses equally to fund an expansion of Olbrich Botanical Gardens (OBG) facilities for a Learning Center and replacement Production Greenhouse, and

Whereas, the estimated costs of the project have increased from \$10 million to \$12 million because of unforeseen code requirements and foundation issues, and

Whereas, the OBS Board of Directors passed a resolution outlining a financial plan on March 18, 2014 for \$10 million, and

Whereas, the OBS Executive Committee recommends that the OBS Board of Directors adopt a series of resolutions to revise the 2014 financial plan to the \$12 million amount, and

Whereas, the original 2014 financial plan included an additional \$500,000 to be drawn from OBS reserves,

Therefore be it resolved that an additional \$500,000 from OBS reserves be designated for the Rooted & Growing Capital Campaign fund, and

Let it be further resolved that the actual transfer of funds take place in 2018 or 2019 at the time the funds are needed to pay invoices for the project.

A motion was made by Mr. Wagner and seconded by Ms. Derse Phillips to approve Resolution 2. Motion carried unanimously.

3. Olbrich Botanical Society Foundation Statement of Support

The OBS Foundation has indicated a willingness to support Olbrich Botanical Society and the Rooted and Growing campaign to the extent required to accomplish the project given the unexpected project costs and to secure the additional \$1 million commitment from the City of Madison. It is the expectation of the Foundation that any additional funding will be at the end of the project. The financial commitment from the Foundation would not exceed \$700,000. Formal approval of the commitment from the Foundation will be presented to the OBS Foundation Board at its meeting in November of 2018.

4. Capital Campaign Resources

Mr. Wagner walked members through the handout prior to discussion of the resolutions.

C. Director's Report

Ms. Sladky reviewed staff reports and notes that May YTD attendance is still catching up from the dismal April weather. We had a corpse flower open last week – Mori – which generated a lot of press coverage and many visitors. The Bolz Conservatory remained open until 8pm (usually closes at 4pm daily) for two nights to accommodate approximately 5,000 visitors. The summer concert series begin tonight and run thru August 14th. Interns have started working in various departments and will be invited to the July Board meeting.

Ms. Loewi invites people to join the committee that plans Rhapsody in Bloom. We do not have final numbers for the event, but she noted that it was very hot and still had a good turnout.

D. Development Report

Joe Vande Slunt reported that they are continue to receive responses to the Spring Appeal and that contributions are up approximately \$9,000 compared to last year. Mr Vande Slunt and Jake Immel have joined the Association of Gift Planners to learn more about planned giving and what has worked for others, etc... We are also looking for Membership Ambassadors during Blooming Butterflies – if you are available, please see the sign-up sheet outside Marty's office.

E. Marketing & Public Relations Report

Ms. Sladky reviewed the report. She recognized Katy Plantenberg and Tom Fullmer for the work they did publicizing the corpse flower.

V. NEW BUSINESS

There is no new business.

VI. ANNOUNCEMENTS

There are no announcements.

VII. ADJOURNED

The meeting was adjourned at 4:55pm.