



ELIZABETH F.
GAMBLE GARDEN
HISTORIC HOME & GARDEN



APPROVED June 28, 2022
Minutes of the Gamble Garden Board Session Meeting
Tuesday, May 24, 2022
Meeting via Zoom

Members Present: Robin Allen, Donna Bohling, Susan Benton, Sarah Burgess, Sarah Clark (president), Pat Davis, Lena Dawson, Karen Douglas, Pat Gregory, Iris Korol, Susann Mirabella, Judy Paris, Dana Perkins (president), Colette Rudd, Anne Ritchie, Kathie Shaw, Donna Sheridan, Susan Woodman

Guest: Marco Maina

Quorum Established: Yes

Announcements: The meeting was called to order at 4:05 pm by Dana Perkins

The Consent Agenda consisted of

- March 22, 2022 Board Minutes
- March 22, 2022 Board Closed Session Minutes
- May 2, 2022 Board Closed Session Minutes

Consent Agenda APPROVED as distributed.

Finance Update: Karen Douglas

- FY22 end-of-year projection is \$112K positive
- Operating Revenue YTD through April is \$238K positive
- Operating Expenses YTD through April is (\$85K) unfavorable

Draft FY23 Budget

- This is the first budget in recent memory where our expenses significantly exceed our revenue, resulting in a projected FY23 deficit of (\$50K)
- We have built up reserves in prior years and can manage a one-year deficit budget, but cannot continue to run at this deficit level in future years
- Separate from our Operating Budget, there are several special project requests in preparation for the main house and the garden which the board will be asked to evaluate and prioritize

MOTION:

Following the recommendations in the Accounting Policy Manual, previously approved by the board, Karen Douglas moved that

- the President, Sarah Clark,
- the Treasurer, Karen Douglas, and
- the Executive Director, Marco Maina,

be approved as signers of our financial accounts.

MOTION APPROVED.

The Gamble Garden financial accounts requiring signers are: Avid Bank, SVB, and Schwab

FY23 Proposed Slate of Directors – Lena Dawson

Proposed Slate of the Board of Directors was presented



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The slate will be voted on at the June Board meeting on June 28, 2022

Spring Tour Wrap-Up- Robin Allen

- Wrap-up numbers for Spring Tour are being finalized
- Spring Tour net revenue is expected to be \$240K, which is higher than budgeted
- The Spring Tour Appreciation party was on May 13, 2022 and well attended.

Programs Update – Colette Rudd

- Contact Colette with your thoughts on which programs should be posted on Event Brite and which on our web site
- One of the unfunded special projects mentioned in the finance update is a renovation of the Cutting Garden: The Programs Committee is in support of prioritizing this project when it comes to the Board
- Membership is hosting a “Be My Guest” luncheon on June 9th for board members to attend with a friend who is not a member at Gamble.

Executive Director Update – Marco Maina

- Researching grants from foundations to support programs, special projects, and operations
- With a FY23 deficit budget, working with Finance Committee to develop and balance the revenue side with our operating expense side
- Office Manager Mica will be on vacation May 31 – June 3, 2022

Announcements – Sarah Clark

Volunteerism, Anne Ritchie

- Requests committee chairs and board members submit their hours for FY22
- The Volunteer Thank You event will be June 29th, 3-5pm and the theme is “Gamble Volunteers are the Crème de la Crème”
- Board members are requested to participate as a volunteer on committees and at events.

Luncheons, Robin Allen

- Each luncheon is 60-75 volunteer hours

Sarah Burgess

- Neighbors Abroad initiated the affiliated project, “Art and Sustainability”, linking their efforts to sustainability projects at Gamble, including the Watershed Garden.
- Read about this project on the Neighbors Abroad website:
https://www.neighborsabroad.org/art_sustainability_palo_alto.html

Endowment, Pat Davis

- With Hospitality and Fund Development, finalizing plans for the Summer Garden Party event on June 21, 2022
- With the ED, finalizing an interim “fix” to the Gazebo before the June 21st Garden Party
- Please respond to your Garden Party invitation before June 14th

Meeting Adjourned at 5:45 pm

Respectfully submitted,
Donna Bohling, Secretary