



ELIZABETH F.
GAMBLE GARDEN
HISTORIC HOME & GARDEN



~ **APPROVED on September 27, 2022** ~

Gamble Garden Board Meeting
Tuesday, August 23, 2022
Meeting in the Carriage House

Members Present: Robin Allen, Donna Bohling, Sarah Burgess, Sarah Clark (president), Lena Dawson, Karen Douglas, Pat Gregory, Susann Mirabella, Sheri Moody, Judy Paris, Carmen Pekelsma, Anne Ritchie, Kathie Shaw, Donna Sheridan, Susan Woodman

Absent: Colette Rudd

Quorum Established: Yes

Guests: Marco Maina, Jane Stocklin

Welcome: The meeting called to order at 4:07 pm by Sarah Clark

Welcome to Carmen Pekelsma and Sheri Moody for joining the board.

Consent Agenda

- Approval of June 28, 2022 Board Minutes
- Approval of June 28, 2022 Closed Session Minutes (sent separately via email)

Consent Agenda APPROVED as distributed.

Treasurer's Report

- Operating gain of \$163K versus revised budget of (\$19K), excluding depreciation
- \$1.9M is board designated portion of our Endowment fund.
- Approximately \$48K in deferred revenue for Facility Rentals and \$8K for Luncheons
- Surplus reserves totally \$789,856 which includes \$405K in bequests
- Current liabilities of \$77K
- FY22 Revenue to Expense gap is (\$242K)
- The FY23 budget assumes full staffing
- Unfunded projects: The cutting garden (\$17K); Remaining work on main house \$75K, plus new projects introduced today of \$60K

MOTION:

On behalf of the Finance Committee, Karen Douglas moved for approval of the revised Accounting Policy Manual included in the board packet.

MOTION APPROVED

MOTION:

On behalf of the Finance Committee, Karen Douglas moved for approval of the revised Investment Policy Statement included in the board packet.

MOTION APPROVED

Oak Root Tree Ring

The oak roots are raising the brick pavement. The best solution is to remove about 18" of brick and concrete around the tree, then install new bricks and put planters around to create an additional barrier. This work is scheduled for Oct 17-21.

MOTION:

On behalf of the Finance Committee, Karen Douglas moved for approval of the Oak Tree ring proposal included in the board packet, for an amount not to exceed \$9,100.

MOTION APPROVED

MOTION:

On behalf of the finance committee, Karen Douglas moved the board approve the project for the Project Proposal for Main House repairs, for an amount not to exceed \$52K. This Project Proposal does not include new lighting.

MOTION APPROVED

Fundraising Strategy – Marco Maina

Marco praised the Board for their work on fundraising, fund development, and the early establishment of an endowment. He then gave a PowerPoint presentation, based the Benevon Model invented by Terry Axelrod, describing how current fundraising efforts could further develop and reach new donors. In answer to questions, Marco said this would be an additional fall fundraiser in September 2023, and it would not replace Annual Appeal.

Exit Interviews – Anne Ritchie

Exiting board members, Dana Perkins, Iris Korol, Susan Benton, and Pat Davis, each received a questionnaire in advance of an in-person exit interview. Each exit interview was about 90 minutes. A summary of the interviews will be provided to the Gamble Board President.

Board Orientation – Lena Dawson

New board members Carmen Pekelsma and Sheri Moody received orientation materials and attended an in-person orientation with Lena Dawson, Anne Ritchie, Marco Maina, Sarah Clark, and Kevin Coleman.

Board Retreat – Kathie Shaw

Details of the Board Retreat are in the committee report. Contact Kathie Shaw if you wish to add an item to the Retreat Agenda.

Board Confidentiality – Sarah Burgess

The Board was reminded that our meetings are open and are not confidential. Closed Session meetings, personnel topics and some finance topics are confidential and should be marked as such if they are distributed.

Executive Director Update – Marco Maina

- The maintenance worker has resigned, and we are starting the search for a replacement. Mica is trying to break up the job to possibly work for a HS or college student.
- Garden Director Search Committee: Eight applications were received, and two will be interviewed. The goal is to have engaged a Garden Director by mid-September
- Mica tested positive for covid last Friday and will be out all week.

IDEA Report – Sarah Clark, from Mary Powell

The IDEA Task Force will assist in leading an IDEA discussion with the committees.

Meeting adjourned at 5:55 p.m.

Next Meeting: Tuesday, September 27, 2022, 4pm

Respectfully Submitted by Donna Bohling, Board Secretary