



ELIZABETH F.  
**GAMBLE GARDEN**  
HISTORIC HOME & GARDEN



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Committee Reports  
October 25, 2022

**>Executive Director's Report, Marco Maina**

See separate report from Marco.

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**>Adult Education, Terri Weber**

Reporting period: 9/20/22- 10/18 22

Date of last meeting:9/20/22

Date of next meeting: 10/25/22

Action items completed:

**"Garden to Table, Dinner and Talk," Thursday October 13,**.. Gamble Garden Tea House patio. Dinner was served using vegetables from Gamble. Talk promoting Gamble's garden was given by Veronica Thao, Edible Garden Program Manager.. Sold Out

**Autumn Wreaths: Sat. October 15,** 2022 Instructor Katherine Glazier. Beautiful wreaths with very good response from attendees.

**ANNEMARIE BALLINGER SINGS "GERSHWIN AND FRIENDS," A CABARET CONCERT, LIVE AT GAMBLE GARDEN;** **October 16**—Carriage House Patio,. Sold Out.

Board support requested:

- Mic needed for speakers as great deal of difficulty being heard while giving brief class introduction, i.e. introducing speakers, info promoting Gamble etc. Also difficulty hearing the lecture at the Garden to Table event. One mic was purchased a year ago, but it does not project enough that even small audiences can hear.
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**>Annual Appeal, Marco Maina and Susann Mirabella**

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**>Archives, Linda Norton**

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**>Board Development, Lena Dawson**

Date of last meeting : October 10 via zoom

Date of next meeting : November 14 via zoom

Action items completed:

- Chair of Strategic Planning has been confirmed.

Action items being worked on:

- President, President-Elect, Governance Chair and Volunteer Chair.

Board support requested:

- The Board Development Committee ask for your help in finding great candidates for these key Board Committee positions.
- We have had Co-Chairs in some leadership positions in the past.
- Please, let me know if you can step up and take on one of these positions, or if you have someone new, we can bring in.

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### >Board Governance, Sarah Burgess

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### >Buildings and Grounds, David Chang

Liaison to the Board: Marco Maina

Buildings Committee Reporting Period: October 2022

Date of last meeting: August 23, 2022

Dated of next meeting: October 24, 2022

Maintenance & Enhancement Projects Action Status Report:

- Everything is on-going having been approved by the board, nothing new to report

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### >Children's Events, Deanna Wong

No report for October.

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### >Endowment, Pat Davis and Nancy Wong

Announcements to the Board:

- Hosting a kick-off lunch/meeting on Oct 26th for Endorsement committee

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### >Executive Committee, Sarah Clark

No report for October.

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### >Finance, Karen Douglas

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### >Floral Arrangers, Carmen Pekelsma

Reporting period: September and October

Date of last meeting: 10/17/2022

Date of next meeting: 10/24/2022

Action items completed:

- Arrangers continue to meet each Monday of the month
- Fourteen Gamble PR centerpieces were prepared for Guild Theater event 9/07/2022
- House dining room and house were decorated for Second Saturday, 9/09 and 10/08
- A promotional video which included a walk and talk about the garden with John Forsyth James was done on 9/21. Susan McDonnell gave an exciting preview of the upcoming Winter Festival which begins December 1. Carmen gave a tour of the Cutting and Edible gardens with an explanation of the huge draw they are for visitors.
- The Membership Committee combined with the Floral Committee for a Bring a Friend gathering Monday 10/17. The purpose of the event was to introduce possible new members to the Floral Committee. After a brief chat at the front of Gamble House, guests were invited into the house to observe, ask questions and learn about floral arranging and it's role at Gamble. After the first part of the tour guests were invited to the Library porch for cookies and lemonade and a gentle encouragement from Sue Krumbein to become a member of Gamble Garden.

**>Fund Development, Susann Mirabella**

Reporting period: October 2022

Date of last meeting: 9-2022

Date of next meeting: 1-2023

Items in process:

- Working on underwriting/sponsorships for Winter Festival.
- Donor policy revision for Spring Tour pre-view party and Summer Garden party.
- Working on new top tier underwriter for Spring Tour.
- Continue to work on more sponsors for Second Saturdays.

Announcements to the board:

- Hope to see you at the Winter Festival at one of the days.

Board support requested:

- Many asks are out there for us but please consider supporting Winter Festival and Annual Appeal to the extent you can. Any contribution is very much appreciated.
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**>Garden Advisors and Support, Lesley Peters**

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**>Garden Club Liaisons, Donna Sheridan and Sheri Moody**

No report for October.

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**>Garden House Task Force, Marco Maina and Dana Perkins**

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**>Garden Volunteers, Betsy Gifford and Gwen Whittier**

Reporting Period: September, 2022

Date of last Committee meeting: NA

Date of next Committee meeting: NA

Action items Completed by Committee:

- We have welcomed three new volunteers to our group
  - We have also started to hold our monthly Brown Bag lunches again
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**>Historic Side of the Garden, Gwen Whittier and Linda Norton**

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**>Horticultural Library, Mary Jo Levy**

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**>Hospitality, Pat Gregory**

Reporting Period: October 2022

Date of Last Meeting: October 11, 2022

Date of Next Meeting: November 10, 2022

Action Items Completed:

- Wine and beverages in the basement have been organized and inventoried and will be monitored and tracked as new wine additions and purchases come in as well as wine and beverages which are taken out for Hospitality Gamble Garden Events.

- Discussed details for Hospitality with Strategic Planning Chair for the Board Retreat on October 25, 2022. Hospitality will be purchasing and ordering box lunches and delivering them as well as coffee and water to the ECO Center.
- Discussed plans for Holiday Board Party on December 12th from 6-8 at Gamble. Invitations will be sent on November 15 by Paperless Post with a Dec.1 response date. Board will be asked to bring food, and Hospitality Committee will bring additional items. It was decided to have kitchen help during the party, and we now have someone lined up. Bartenders will be recruited, and amounts of wine and beverages will be checked in case we need to purchase more. Will need to check on set up and decorations closer to event.

Announcements to the Board:

- The Board Holiday Party will be December 12th from 6-8 pm at Gamble so please SAVE the Date!

Board Support Needed:

- Please sign up to bring Food to the Board Holiday Party!
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**>IDEA Task Force, Mary Powell and Sarah Clark**

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**>Investment, Ian Linford**

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**>Luncheon, Robin Allen and Marie Immekeppel**

No report for October.

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**>Master Gardeners, No Master Gardeners at this time.**

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**>Membership, Sue Krumbein and Donna Bohling**

Date of last meeting: October 18, 2022

Date of next meeting: November 15, 2022

Action items completed:

- Held a Member event on October 17, Follow a Flower Arranger with Carmen. Over 20 people attended. Several members brought a friend.

Items in process:

- Developing a calendar of member events for this FY.
  - Developed a new member solicitation letter.
  - Working on revisions of all member renewal correspondence.
  - Calling and contacting lapsed members each month.
  - Tracking membership metrics each month.
  - Sending thank you emails to every new member and renewing member each week.
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**>Personnel, Sarah Clark**

No report for October.

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**>Programs, Colette Rudd**

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**>Retail, No Committee Chair at this time.**

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**>Roots and Shoots, No committee Chair at this time**

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**>Second Saturday and Tours, Mary Powell and Sue Krumbein**

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**>Spring Tour, Laurie Callaway**

Reporting period: October 25, 2022

Date of last meeting: October 13, 2022

Date of next meeting: November 17, 2022

Action items completed:

- Began our first Zoom meetings rather than in-person.
  - Announced ticket price increases, \$35 Gamble Member/Volunteer, \$40 non-members, and Day of Event purchase, \$50.
  - Preview Party to have two Hosts, Nancy Merwin - Catering, Toni Wisman - Bevridge.
  - Four Gardens confirmed. Announcement going out in Newsletter that we need one more.
  - Still need leaders for Publicity/Media Relations and Volunteers.
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**>Strategic Planning, Kathie Shaw**

Reporting Period: September/October 2022

Date of last meeting: September 30, 2022

Date of next meeting: October 25, 2022 — Board Retreat at ECO Center, Palo Alto

Action items completed:

I took Marco Maina and Donna Sheridan out to the ECO Center to meet Elliott Wright (Eco vols ED) and to see the layout of the space we will be using for our Retreat.

We identified areas where food will be served and where parking areas are located.

Announcements to the Board:

- Email will be sent to the full Board with reminder of date, time, location, etc. for the Retreat.
  - We encourage Board members to carpool and arrive early if they would like a brief tour of the facility.
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**>Volunteer Development, Anne Ritchie**

No report for October.

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**>Winter Holiday Fundraising Event, Susan McDonnell and Robin Allen**