

Wollaston Garden Club Board Meeting Minutes

2/14/19

Present: J. Clifford, J. Lynch, S. Lynch, A. Fasano, M. Dunn, G. Spring,
J. Costello, K. Wylie, A. McCarthy, D. Hill, E. Hall, E. Lebo, M. Ryan

Emily called the meeting to order at 7 P.M.

The Treasurer's Report was waived as Linda Monaco is away and there has been minimal action since last report.

January Board Meeting Minutes were sent out by Mary Ryan. There were no corrections or additions.

Corresponding Secretary's Report—Kate Wylie has taken over this position from Kathy Ceurvels. Kate indicated she checked our Post Office box, and we have received a request for a donation. Jan indicated that we normally discuss all donations and memberships at one meeting, and this should probably be done in March.

Archives Project – Jan Clifford, Janet DiPaolo and Pat Barry agreed to explore the fate of numerous books and tubs containing minutes and other documents discovered as a result of clearing out the storage room. Suzanne West was consulted on the electronic access to the minutes which we have since 2013 on our website.

- The Board discussed how and where to store these archival items and what are the requirements keeping them.
- After consulting the Garden Club Federation of MA (Lyn Hoyt and Ann Webster) and checking the Mass.gov site for non-profits, it was determined that
 - **Meeting minutes must be kept permanently-**
 - Minutes since 2013 can be stored on thumb drives but should be also backed up to Cloud
 - Paper copies of minutes can be put in a locked 4-drawer file cabinet

- Committee will check with the Quincy Historical Society and Thomas Crane Public Library to see if there is any interest in storing our minutes which date back to the 50's. If not, Kate indicated there is a cabinet that locks available in our storage room.
- Other records with permanent retention periods:
 - By-laws
 - Audit reports
 - Tax returns
 - Year-end treasurer's reports,
 - ST-2
- Non-Permanent Retention Items
 - Photograph albums
 - Program information and write-ups
 - Awards
 - Press clippings & press books.
 - Yearbooks
- The Board also decided to include the year the member joined the Club in the next yearbook next to their name in parentheses. Janet Lynch and Jo Costello agreed to work on this information from their yearbooks. Marnie has this information since the time she took over as Assistant Treasurer will provide it to Janet on a spreadsheet. We will ask other members as they renew to indicate the year they joined if they remember and if not, we will use a ballpark figure.

Pennies for Pines – Anita reported that we have enough money (\$68) for WGC to buy seedlings for National Forest Conservation Project in California. She asked the Board members if this

donation should be in honor of someone. It was decided that Florence Clifford would make an ideal choice for this honor.

Member Scholarship Review – Emily, Kathy, and Jan, who volunteered to look at the scholarship application criteria, wanted to encourage newer members to apply. Emily passed out the updated scholarship forms for review/vote. The major changes were to

- include more courses.
- require membership in WGC for 2 years or more rather than 3 years.
- require having served on at least two committees, rather than chairing, and made a significant contribution to the Club.
- The vote: Jan moved to accept, Susan Lynch seconded. All attending Board Members voted in favor, 13-0.
- Emily will send out to the membership:
 - Member Scholarship Application
 - Member Scholarship Policy

Community Preservation Act funding -There is money available to be given out and Emily reached out to our Civic Beautification Committee members, Kathy Ceurvels and Ann Foresman.

- Some of the good ideas revolved around school gardens which would need to be watered during the summer so they were ruled out.
- There was much interest in a community garden for Quincy.
 - Gail Spring has done research on this and suggested various sites near ball fields with nearby water.

- Emily inquired who wants to work with City of Quincy to have a community garden? Ann Foresman and Gail Spring from Civic Beautification are both very interested.

Emily reported that the statue of Abigail Adams, taken out of Quincy Square, may be moved to Woodward School and we could set up a garden there. Abigail Adams roses and historical plants perhaps? The school has been awarded a grant so that they put up in her signature, Abigail Adams' statement "Remember the Ladies." WGC may work on a proposal for next year and include Quincy Culinary Program.

Program for February – David Epstein, confirmed for our February Meeting and he has a website www.growingwisdom.com. Emily will ask if he has anything to donate for our opportunity drawing.

Program for Tri-Club Meeting April 18th at 6:45 p.m. - Janet Lynch and Susan Lynch gave us a status. Susan passed out a detailed overview of the plans (See attached).

Discussion followed on the following:

- Floor plans-Jan will look up previous floor plans and give one to the custodian for set up. We agreed it would be helpful to have these on our website for future reference.
- Favors-Susan shared her ideas with Diane Hill who volunteered to get a template on Esty to use.
- Food-Variou thoughts were shared about the food including asking the Vo-tech Culinary Arts students to cook for us. Due to the fact that the meeting will be held during school vacation, that idea won't work but we will keep it in mind for future events. Some members wanted to have something different in place of sandwiches. Kate Wylie assured us that the stove does work if we need to heat up any dishes. Most agreed that members can be asked to bring specific foods even if members didn't specifically sign up to be on the Hospitality Committee. Susan and Janet agreed to contact members to arrange for the food.

- There will be a sign-up sheet at the next two meetings to help us with the count.
- Emily will reach out to other clubs to start to ask for attendance numbers to help with our planning.
- This event is just for members.

Committee Reports

Conservation Committee -Chair Eric gave the following report:

The WGC and Quincy Climate Action Network (QCAN) are scheduled to meet Tuesday, February 19, with Mayor Koch and staff to discuss a number of environmental and conservation issues with QCAN and invitees. Among the topics included are:

- Ban of single use plastic shopping bags
- Food waste pick up and composting alternatives
- Bulk purchase of electric power for Quincy residents including additional "green" sources
- Coastline protection
- The new Department of Natural Resources and its organization
- Promoting additional Electric Vehicle charging stations

Membership-Marnie will have membership forms ready to give out at our March meeting. Since she will be away, the greeters will give out the membership information.

Youth-Diane Hill

Diane reported that the GCFM Essay Contest had one first place winner, Jax Cai, and one 3rd place winner, Vivian Tran, as well as a participant certificate for Dennis Chan. We will try to get press coverage when the awards are given out.

Environmental Stewardship Award -Board Members were asked to think of recipients for the year.

Kate Wylie will take Board and Meeting Minutes in March 14 and 21 in Mary Ryan's absence.

The meeting adjourned at 8:46 p.m.