

**California Garden Clubs, Inc.**  
**Minutes of the Organizational Meeting**  
Thursday, June 11, 2015  
Circus Circus Hotel Casino, Reno, Nevada  
Host: Golden Foothills District  
**President: Sue Bennett**

President Sue Bennett called the meeting to order at 1:49 p.m.

Recording Secretary Gail Vanderhorst was present.

Former President Julie West led the Pledge of Allegiance.

Life Membership Chairman Carlotta Wixon gave the Inspiration.

President Sue Bennett introduced the Executive Committee and former CGCI Presidents Mary Lou Goodwin, Bob Gordon, Elisabeth Tufo, Robin Pokorski, Maryanne Lucas, Julie West and Rita Desilets.

President Sue Bennett acknowledged those members serving on the NGC and Pacific Region Board of Directors.

Recording Secretary Gail Vanderhorst called the roll and the Chair declared a quorum.

**Excused:** Mary Brooks, Beverly Brune, Anne Capes, Roseann Costabile, Helen Gates, Rosalie Hooper, Nancy McDougal, Angela Michaels, Gertrude Paul, George Perko, Dorothy Roton, Hoberley Schuler, Robert Schuler, Bonnie Smith and Martha Ann Walter.

President Sue Bennett thanked Golden Foothills District and Co-Chairmen Myrtle Findley, Joan Craig and Mary Arakelian for hosting the 2015 CGCI Convention.

Parliamentarian Greg Pokorski read and moved to adopt the Rules of Order for Board Meetings for 2015-2017. **Motion Passed.** See Attachment A

Without objection the Chair appointed the Minutes Review Committee with Greg Pokorski, Chairman, Rilla Crane and Kathy Bramhall.

The 2015-2017 Board of Directors Roster was distributed and corrections were made.

**Executive Committee Recommendations**

Recording Secretary Gail Vanderhorst presented and moved to approve the following Executive Committee Recommendations:

1. Approve Terri Blomker to serve concurrently as Roadrunner District Director and Girl Scout Liaison. **Motion Passed.**

2. Approve Kathy Bramhall to serve concurrently as Cascade District Director and Flower Show Judges' Credentials Chairman. **Motion Passed.**
3. Approve Rita Desilets to serve concurrently as San Fernando Valley District Director, Membership Administrative Assistant Chairman, Permanent Files Chairman and serve on the Advisory Committee as Chairman. **Motion Passed.**
4. Approve Chuck Goodwin to serve concurrently as Humboldt District Director, and Reuse, Recycle & Repurpose Chairman. **Motion Passed.**
5. Approve Marlene Kinney to serve concurrently as Diablo Foothills District Director and 2015 Fall Board Meeting Chairman. **Motion Passed.**
6. Approve Carol Jauregui to serve concurrently as Buttes District Director and serve on the 2015-2017 Nominating Committee. **Motion Passed.**
7. Extend an invitation to NGC President, Sandra Robinson to the 2016 CGCI 85<sup>th</sup> Convention in Irvine, California and Pacific Region Director, Kristie Livreri to the 2016 CGCI Winter Board Meeting in San Pedro, California. **Motion Passed.**
8. Eliminate Seasons Greetings. **Motion Passed as Amended.**
9. Revenue from Angels be designated to the general fund. **Motion Passed as Amended.**

On behalf of the Executive Committee, Parliamentarian Greg Pokorski moved that the CGCI Symposium checking account at Bank of America authorized signatures be changed to reflect the 2015-2017 Symposium Chairman Lili Aram-Bost, Symposium Treasurer Charlene Looper, CGCI Treasurer Sandra L. Graff and CGCI Financial Secretary Becca J. Giel (Rebecca) Ferguson. **Motion Passed.**

Financial Secretary Rebecca Ferguson moved to adopt the 2015-2016 Budget as corrected. **Motion Passed.** See Attachment B

Yearbook Chairman Elisabeth Tufo moved that the price charged to members for the *Yearbook, Manual & Roster* be reduced from \$8.00 to \$6.00. **Motion Passed.**

CGCI Fall Board Meeting Chairman Marlene Kinney issued an invitation to the 2015 Fall Board Meeting to be held in Concord, California (September 10 to 12); Host: Diablo Foothills District.

Meeting was adjourned at 3:24 p.m.

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Gail Vanderhorst  
CGCI Recording Secretary

Date

## **Attachment A**

### **Rules of Order for Board Meetings 2015-2017**

1. Regular meetings of the board of directors shall be Organizational, Fall, Winter and Pre-Convention meetings.
2. Permission for non-attendance at any regular meeting shall be obtained from the president.
3. Permission for a guest to attend (without voice or vote and provided that they comply with these Rules of Order) any meeting of the board of directors shall be obtained from the president.
4. Board members (as defined by Article VII., Sec. 1) are requested to be prompt in their attendance. One-third (of the board) shall constitute a quorum. No member shall be entitled to more than one vote.
5. Members and guests shall wear badges to all meetings.
6. Oral reports of chairmen and district directors shall be limited to five (5) minutes each unless otherwise announced or requested. An abbreviated report of no more than one hundred (100) words, shall be submitted via email within two (2) days of the close of the meeting to the Recording Secretary, and shall be attached to the minutes. Full length reports shall be emailed to the President, *Golden Gardens eNews* Editor, Chairmen Coordinator and/or District Director Coordinator.
7. The president shall appoint a committee of three (3) to review the minutes.
8. All electronic devices shall be muted during all board meeting functions. Person will donate \$5.00 toward the President's Project when an interruption occurs.
9. Whenever practical, motions to be considered for presentation at any board meeting shall be submitted in writing to the president with copies to each member of the Executive Committee, to be received at least 10 days prior to such meeting.
10. Any member of the board of directors wishing to obtain the floor shall rise and come to the microphone and when recognized by the president or presiding officer, shall state his/her name and official capacity.
11. No issue shall be debated without first being placed on the floor by a motion which has been seconded.
12. All but the simplest of motions from the floor shall be in writing and sent to the president or presiding officer, with copies to the recording secretary and parliamentarian, before debate may proceed.
13. If there is an issue involved with any motion on the floor, a duly recognized member may speak no more than twice on the same issue, except for the proponent of the motion, who may speak a third time to close the debate. Speakers shall be allowed two minutes each. *NOTE: No member may speak a second time until all members who want to speak have spoken a first time.*
14. The Bylaws, Standing Rules and Policy of CGCI, together with *Robert's Rules of Order Newly Revised*, shall govern all proceedings of all meetings of the board of directors.
15. These Rules of Order may be suspended at any meeting of the board of directors by a two-thirds (2/3) vote of the board members present and voting, providing that the proposal to be presented is not in conflict with CGCI's bylaws or the fundamental principles of parliamentary law.

**Attachment B  
Proposed Budget**

<b>REVENUE: 5000+</b>	<b><u>Revenue</u></b>	
<b>5001</b>	Contributions/Donations	\$500.00
<b>5101</b>	Convention Profit	\$2,000.00
<i>Dues 5200's</i>		
<b>5201</b>	Dues-Affiliates 10 x \$50	\$500.00
<b>5202</b>	Dues-APS 3,421 x \$2.25	\$7,695.00
<b>5203</b>	Dues-Clubs 17,734 x \$2.25	\$39,901.00
<i>Dues Total: \$48,096.00</i>		
<b>5301</b>	Fundraising Revenue	\$0.00
<b>5401</b>	CGCI Group Tax Exemption Program Fees	\$2,000.00
<b>5501</b>	History Book Sales	\$0.00
<b>5502</b>	History Book Mailing Fees	\$0.00
<b>5601</b>	Interest	\$750.00
<i>Membership 5700's</i>		
<b>5701</b>	Membership Banners	\$300.00
<b>5702</b>	Membership Cards	\$0.00
<b>5703</b>	Member Award of Distinction	\$500.00
<i>Misc. Income 5800's</i>		
<b>5801</b>	Bad check fees reimbursements	\$0.00
<b>5802</b>	Principal Financial	\$0.00
<b>5803</b>	3 Year Calendars	\$1,000.00
<b>5804</b>	Program Speakers Refund	\$0.00
<b>5805</b>	NGC/PR Refund	\$0.00
<b>5806</b>	Penny Pines	\$68.00
<b>5807</b>	CGCI Hosted Meetings	\$0.00
<b>5808</b>	CGCI Hosted NGC/PR Conventions	\$0.00
<b>5809a</b>	<i>Golden Gardens eNews - Angels Fund</i>	\$100.00
<b>5809b</b>	<i>Golden Gardens eNews - Season's Greeting</i>	\$0.00
<b>5809c</b>	<i>Golden Gardens eNews - Misc. Income</i>	\$0.00
<b>5901</b>	President's Project	\$0.00
<b>6001</b>	Scholarship - Transfer from Scholarship Fund	\$4,000.00
<b>6101</b>	State Pins & Misc Sales	\$1,000.00
<b>6201</b>	Tours	\$0.00
<b>6301</b>	Yearbook Sales	\$1,000.00
<b>Total Revenue:</b>		<b><u>\$61,314.00</u></b>

<b>EXPENSES: 100's- 4999</b>	<b><u>Expenses</u></b>	
<i>Administration expenses: 100-1400</i>		
<b>Administration</b>		
<b>101</b>	Auditor	\$4,500.00
<b>201</b>	Directors & Officers Insurance	\$2,000.00

	301	Dues-NGC	\$10,577.00
	302	Dues-NGC Youth	\$10.00
	303	Dues-Pacific Region	\$360.00
	401	Crime Insurance Package	\$1,000.00
	402	Quickbooks 3 users	\$300.00
<i>Filing Fees &amp; Taxes:</i>			
		500's	
	501	Attorney General	\$50.00
	502	Franchise Tax Board	\$10.00
	503	State Board of Equalization	\$500.00
	504	Filing Attorney General Form SI-100(even yrs only)	\$0.00
	601	Golden Gardens Subscriptions	\$0.00
	701	Office Supplies	\$500.00
	705	PO Box Annual Fees	\$100.00
	801	Vonage 888# \$30.00 @month x 12	\$360.00
	901	Website	\$2,440.00
	1001	Yearbook Printing	\$3,820.00
		<b><u>Total Administration</u></b>	<b>\$26,527.00</b>

*Chairman expenses:*

1500's

	1501	Amenities & Protocol	\$50.00
	1502	Arbor Day	\$50.00
	1503	Arboreta/Botanic Gardens of CA	\$50.00
	1504	Associate Plant Societies	\$0.00
	1505	Awards Finance	\$50.00
	1506	Backyard Habitat	\$50.00
	1507	Blue Star Memorials - Co-Chairman	\$50.00
	1508	Blue Star Memorials - Co-Chairman	\$50.00
	1509	Budget & Finance (copies)	\$50.00
	1510	Business Commendations & Discounts	\$50.00
	1511	Bylaws & Policy (copies)	\$50.00
	1512	Civic Beautification	\$0.00
	1513	California Native Plants	\$50.00
	1514	Natural Resources	\$50.00
	1515	Educational Schools Finance	\$50.00
	1516	Environmental Studies School	\$50.00
	1517	Floral Design Education	\$50.00
	1518	DD Mailbox Chairman	\$0.00
	1519	Flower Show Awards	\$50.00
	1520	Flower Show Judges Credentials	\$50.00
	1521	Flower Show Schedules	\$50.00
	1522	Flower Show Schools Team Chairman	\$50.00
	1523	Flower Show Symposium	\$50.00
	1524	Anza Borrego Desert State Park	\$50.00
	1525	Gardening Study Schools	\$50.00
	1526	Garden Therapy	\$50.00
	1527	GGNPC Mission: Blue Project	\$50.00
	1528	Memorial Gardens	\$0.00
	1529	Veggies/Herbs	\$0.00

1530	Home Grown	\$50.00
1531	Honor Book	\$50.00
1532	Horticulture	\$50.00
1533	New Cultivars	\$50.00
1534	Landscape Design Schools	\$50.00
1535	Life Membership	\$50.00
1536	Master Gardener Liaison	\$0.00
1537	National Garden Week	\$50.00
1538	Shrubs/Trees	\$50.00
1539	Penny Pines	\$50.00
1540	Roses	\$0.00
1541	Program & Speaker Registry	\$0.00
1542	Memorial Funds for the Fallen	\$0.00
1543	Reforestation and Restoration	\$50.00
1544	Scholarships - Chairman	\$50.00
1545	Scholarships - Co-Chairman	\$0.00
1546	Publicity	\$0.00
1547	Sempervirens Fund	\$50.00
1548	California State Parks	\$50.00
1549	Member Award of Distinction	\$50.00
1550	Strategic Planning	\$0.00
1551	Invasive Plants	\$50.00
1552	Vermiculture /Vermicomposting	\$50.00
1553	Website	\$0.00
1554	Operation Wildflower	\$50.00
1555	Wildlife ( including Bees, Butterflies & Insects)	\$50.00
1556	Birds	\$0.00
1557	Certificates (long-term service)	\$50.00
1558	Board of Trustees including Endowments	\$50.00
1559	Legislation/Government	\$50.00
1560	Pacific Region Director's Project	\$50.00
1561	Golden Legacy Society	\$50.00
1562	PO Box Chairman	\$50.00
1563	Water Conservation	\$50.00
1564	Donation Administrator	\$50.00
1565	Reuse, Recycle, Repurpose	\$50.00
	<b>Chairman Expenses Total</b>	<b>\$2,550.00</b>

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**Chairman with Special Funding**

*Chairmen with Special  
Funding Expenses:*

	<i>1600's</i>	
1601A	Awards - Chairman	\$850.00
1601B	Awards mailing/postage	\$150.00
1602	CGCI Chairman Coordinator	\$100.00
1603	District Director Coordinator	\$150.00
1604	CGCI Group Tax Exemption Program Chairman	\$400.00
1605	Membership	\$1,000.00
1606	Smokey Bear Poster Contest	\$150.00
1607	State Pins & Misc. Sales (50% of sales)	\$500.00

	Yearbook Chairman - including	
1608	Distribution/Mailing	\$300.00
1609	Youth Activities	\$250.00
	<b>Chairmen w/Special Funding Total</b>	<b>\$3,850.00</b>
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<i>District Director Expenses: 1700's</i>		
	<b>Total District Directors Expenses</b>	<b>\$2,600.00</b>
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<i>Membership 1800's</i>		
1801	Membership Banners	\$250.00
1802	Membership Cards (printing)	\$250.00
1803	Membership - posters & brochures	\$1,500.00
1804	Misc. Dues Refunds	\$0.00
1805	Zip Code Club Finder Services Renewal	\$100.00
	<b>Total Membership Expenses</b>	<b>\$2,100.00</b>
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<i>Officers Expenses: 1900's</i>		
	<b>Officers</b>	
1901	1st Vice President	\$100.00
1902	Corresponding Secretary	\$150.00
1903	Financial Secretary	\$150.00
1904	Parliamentarian	\$50.00
1905	President, CA Travel & Office Expense	\$10,000.00
1906	President, NGC & Pacific Region	\$5,000.00
1907	Recording Secretary	\$50.00
1908	Treasurer	\$400.00
1909	Communications Director	\$250.00
	<b>Total Officers Expenses</b>	<b>\$16,150.00</b>
	<b>Election Year Expenses</b>	
1920	Incoming President's Honorarium	\$0.00
1921	Outgoing President's Pin	\$0.00
1922	President Elect Expenses	\$0.00
1923	President Elect, NGC & Pacific Region	\$0.00
	<b>Total Election Year Expenses</b>	<b>\$0.00</b>
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<i>Other expenses 2000-4000</i>		
	<b>Other Expenses</b>	
2101	Golden Gardens eNews	\$250.00
2201	Educational Pamphlets	\$500.00
2301	Financial Assistance from CPA	\$0.00
2401	Fundraising Expenses	\$0.00
2501	History Book Mailing	\$0.00
2601	Gift for NGC/PR Gift	\$200.00
2701	Member Award of Distinction	\$100.00
2801	President's Project	\$0.00
2901	Program Speakers for Convention/Board Meetings	\$500.00
3001	Promotional Materials	\$1,000.00
3101	Scholarship - 2 @ \$2000.00	\$4,000.00
3201	Tours	\$0.00

	<b>Total Other Expenses</b>	<b>\$6,550.00</b>
	<b>Misc. Expenses</b>	
<b>Misc. Expenses</b>		
<b>4000</b>	NGC/Pac Region related expenses incl visits	\$1,500.00
<b>4001</b>	Bank charges	\$0.00
<b>4002</b>	Memorial Donations	\$250.00
<b>4003</b>	San Francisco Flower & Garden Show	\$0.00
<b>4004</b>	CA State Flower & Garden Show	\$0.00
<b>4005</b>	G-2 Yearbook Award	\$350.00
<b>4006</b>	3 Year Calendar printing (1200)	\$0.00
<b>4007</b>	Awards booklet	\$0.00
<b>4008</b>	Wax Seals	\$0.00
<b>4009</b>	Web Tech	\$0.00
<b>4010</b>	Penny Pines	\$68.00
<b>4011</b>	Interest transfer to Scholarship RF	\$0.00
<b>4012</b>		
<b>4013</b>	New Board Designated Restricted Fund Grants	\$0.00
<b>4014</b>	NGC Awards #20	\$100.00
<b>4015</b>	CGCI Hosted Meetings	\$0.00
<b>4016</b>	CGCI Hosted NGC/PR Conventions	\$0.00
	Total Misc. Expenses	\$2,268.00
	<b>Total Expenses</b>	<b>\$62,595.00</b>
	<b>TOTAL EXPENSES</b>	<b>\$62,595.00</b>
	<b>REVENUE - EXPENSES</b>	<b>-\$1,281.00</b>

#### Chairmen - Special Funding

- 1 Awards
- 2 CGCI Chairman Coordinator
- 3 District Director Coordinator
- 4 IRS Nonprofit Group Exemption
- 5 Membership\*\* ip\*\*
- 6 Smokey Bear Poster Contest
- 7 State Pins & Misc. Sales
- 8 Yearbook Chairman
- 9 Youth Activities\*\*\*

\*\* Including Membership Dues Bills, , Admin. & certificates

\*\*\* Including Youth Awards, Adminis

#### Chairmen - Not Compensated

- 1 Advisory Council
- 2 Board Convention

#### Chairmen-Restricted Funds

- 1 Blue Star Memorial
- 2 CGCI Judges Council



Mtg/Convention

- 3 CGCI Financial Advisor
- 4 Hotel Contracts
- 5 Insurance Advisor
- 6 NGC Liaison
- 7 Nominating Committee
- 8 Permanent Records
- 9 Personnel
- 10 Properties/Timekeeper
- 11 Stamps
- 12 Tour Coordinator
- 13 Zip Code Club Finder Svc.

- 3 CCC Chairman
- 4 Gardening Study Schools
- 5 Flower Show Schools
- 6 Symposium
- 7 Landscape Design Schools
- 8 Liability Insurance
- 9 Scholarship
- 10 Wildflower Conference
- 11 Youth Fund
- 12 Reforestation Fund
- 13 Educational School Fund
- 14 Honor Books
- 15 President's Project
- 16 Project Mission Blue
- 17 Anza-Borrego Desert Project  
Endowment Marketing &
- 18 Publicity
- 19 Sempervirens
- 20 Rare Plant Treasure Hunt