

California Garden Clubs, Inc
Minutes of the Organizational Meeting
Saturday, June 3, 2017
Embassy Suites Hotel, San Luis Obispo, California
Host: Montana de Oro District
President: Krystal Migliore

President Krystal Migliore called the meeting to order at 9:05 a.m.

Recording Secretary Gail Vanderhorst was present.

2nd Vice-President Lynne Batchelor led the Pledge of Allegiance.

Parliamentarian Greg Pokorski gave the Inspiration.

President Krystal Migliore introduced the 2017-2019 Executive Committee and former CGCI Presidents in attendance: Mary Lou Goodwin (1991-1993), Bob Gordon (2003-2005), Elisabeth Tufo (2005-2007), Robin Pokorski (2007-2009), Rita Desilets (2013-2015), and Sue Bennett (2015-2017).

President Krystal Migliore introduced the Circle of Poppies Members in attendance: Myrtle Findley and Joan Craig.

President Krystal Migliore recognized and acknowledged the CGCI members serving on the 2017-2019 NGC Executive Committee: Robin Pokorski and Shane Looper. Also recognized and acknowledged were the CGCI members serving on the 2017-2019 NGC Board of Directors and those serving on the 2017-2019 Pacific Region Board of Directors.

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

Excused: Beverly Brune, Joyce Dean, Maryanne Lucas, Dorothy Roton, Julie A. West, and Carlotta Wixon-Welker.

Members from Montana de Oro District were thanked for a successful Convention.

Parliamentarian Greg Pokorski read the Rules of Order for the 2017-2019 CGCI Board Meetings (copies were distributed as people entered the room) and moved their adoption for the entire 2017-2019 term of office. **Motion Passed.** See Attachment A.

Without objection the Chair appointed the Minutes Review Committee: Parliamentarian Greg Pokorski, Chairman, 1st Vice-President Shane Looper and 2nd Vice-President Lynne Batchelor.

President Krystal Migliore announced that the 2017-2019 Board of Directors roster was distributed as people entered the room. Corrections were solicited by completion of provided Correction Request Forms.

President Krystal Migliore announced that the Board of Trustees elected Julie West as chairman and Alexis Slafer as secretary for the next year.

Recording Secretary Gail Vanderhorst presented and moved to approve the following Executive Committee Recommendations (1 to 7 were addressed with one vote).

1. Approve Kathy Bramhall to serve concurrently as Cascade District Director and Flower Show Judges Credentials Chairman.
 2. Approve Lisa Cosand to serve concurrently as Channel Islands District Director and 2018 Winter Board Meeting Co-Chairman.
 3. Approve Rita Desilets to serve concurrently as San Fernando Valley District Director, Hotel Contracts Chairman, Permanent Files Chairman and as a member of the Advisory Council.
 4. Approve Pamela Fish to serve concurrently as Valley Lode District Director and 2018 Convention Chairman.
 5. Approve Ilene Herring to serve concurrently as Buttes District Director and 2017 Fall Board Meeting Chairman.
 6. Approve Gudrun Kimmel to serve concurrently as Costa Verde District Director; Flower Show Schools Chairman, and Flower Show Committee Chairman.
 7. Approve Bonnie Smith to serve concurrently as Bay Bridges District Director and member of the Nominating Committee.
- Motion Passed** (items 1 to 7).

Financial Secretary Launa Gould presented and moved to adopt the CGCI 2017-2018 Budget as corrected. **Motion Passed.** See Attachment B.

Fall Board Meeting Chairman Ilene Herring and President Krystal Migliore gave an invitation to the Fall Board Meeting in Oroville at the Gold Country Casino & Lodge.

President Krystal Migliore announced that members of the Nominating Committee has already met with the Parliamentarian and elected Sue Bennett as chairman and Kathy Taylor de Murillo as secretary.

There being no further business, the meeting was adjourned at 10:01 a.m.

Gail Vanderhorst _____ Date _____
 CGCI Recording Secretary

Attachment A – 2017 Organizational Meeting
California Garden Clubs, Inc.
RULES OF ORDER FOR BOARD MEETINGS, 2017-2019

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 in advance 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 four (4) minutes each unless otherwise announced or requested. An abbreviated report of no more than one hundred (100) words, shall be submitted via email within four (4) 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 or turned off during all board meeting functions.
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 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 – 2017 Organizational Meeting
Budget 2017-2018**

Line Code	Description	Budget 2017-2018
5000's	Revenue	
5001	Contributions/Donations	500.00
5101	Convention Profit	2,000.00
5200's	Dues	
5201	Dues-Affiliates 9 x \$50=\$450	450.00
5202	DUES-APS 3859 x \$2.75=\$10,612.25	10,600.00
5203	Dues-Clubs 16,562 x \$2.75=\$45,545.50	45,500.00
5301	Fundraising Revenue	0.00
5401	CGCI Group Tax Exemption Program Fees	2,000.00
5501	History Book Sales	0.00
5502	History Book Mailing Fees	0.00
5601	Interest	750.00
5700's	Membership	
5701	Membership Banners	300.00
5702	Membership Cards	0.00
5703	Member Award of Distinction	200.00
5800's	Misc. Income	
5801	Bad check fees reimbursements	0.00
5802	Principal Financial	0.00
5803	3 Year Calendars	1,000.00
5804	Program Speakers Refund	0.00
5805	NGC/PR Refund	0.00
5806	Penny Pines	68.00
5807	CGCI Hosted Meetings	0.00
5808	CGCI Hosted NGC/PR Conventions	0.00
5809a	Golden Gardens eNews - Angels Fund	0.00
5809b	Golden Gardens eNews - Season's Greeting	0.00
5809c	Golden Gardens eNews - Misc. Income	0.00
5901	President's Project	0.00
6001	Scholarship - transfer from Scholarship Fund	5,500.00
6101	State Pins & Misc Sales	1,000.00
6201	Tours	0.00
6301	Yearbook Sales	1,000.00
	Total Revenue	70,868.00
	-	-
	-	-
100- 4999	Expenses	
	-	
100- 1400	Administration	

101	Auditor	4,500.00
102	External Treasurer	3,600.00
201	Directors & Officers Insurance	2,000.00
301	Dues-NGC 9+3859+16,562=20,430	20,500.00
302	Dues-NGC Youth	10.00
303	Dues-Pacific Region	360.00
401	Crime Insurance Package	1,000.00
402	Quickbooks 3 users	0.00
402A	Quickbooks support	350.00
403	Expense-Administration	0.00
500's	Filing Fees & Taxes:	
501	Attorney General	50.00
502	Franchise Tax Board	10.00
503	State Board of Equalization	500.00
504	Secretary of State Form SI-100 even yrs	20.00
505	Secretary of State Trademark/logo fee	
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	5,000.00
	Total Administration	41,300.00
1500's	Chairman expenses	
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	0.00
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	0.00
1518	DD Mailbox Chairman	50.00
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 Phase II	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	50.00
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	0.00
1561	Golden Legacy Society	50.00
1562	PO Box Chairman	50.00
1563	Water Conservation	50.00
1564	Rare Plant Treasure Hunt	50.00
1565	Reuse, Recycle, Repurpose	50.00
1566	Stagcoach Hill Azalea Reserve	50.00
1567	Donation Administrator	50.00
1568	North American Butterfly Assoc. (NABA)	0.00
1569	Stamps	50.00
1570	Leadership Chairman	50.00
1571	Photo Roster	50.00
1572	Outreach (Resource & Community)	50.00
	Total Chairman Expense	2,800.00

1600's	Chairman Expenses with Special Funding	
1601A	Awards - Chairman	850.00
1601B	Awards mailing/postage	150.00
1602	Chairman Coordinator	100.00
1603	District Director Coordinator	100.00
1604	Group Tax Exemption Program Chairman	200.00
1605	Membership	1,000.00
1606	Smokey Bear Poster Contest	150.00
1607	State Pins & Misc. Sales (50% of sales)	500.00
1608	Yearbook Chairman - including distribution/ mailing	300.00
1609	Youth Activities	250.00
	Total Chairmen with Special Funding	3,600.00
		-
		-
		-
1700's	District Director Expenses	
1701	Arboretum	100.00
1702	Bay Bridges	100.00
1703	Bay Ocean	100.00
1704	Buttes	100.00
1705	Cascade	100.00
1706	Channel Islands	100.00
1707	Costa Verde	100.00
1708	Desert Empire	100.00
1709	Diablo Foothills	100.00
1710	Golden Foothills	100.00
1711	Greater Los Angeles	100.00
1712	Humboldt	100.00
1713	Luther Burbank	100.00
1714	Mendo-Lake	100.00
1715	Montana de Oro	100.00
1717	Orange County	100.00
1718	Palms to Pines	100.00
1719	Palomar	100.00
1720	Roadrunner	100.00
1721	Sacramento River Valley	100.00
1722	San Fernando Valley	100.00
1723	Santa Clara Valley	100.00
1724	Sequoia Foothills	100.00
1725	Top O' the State	100.00
1726	Valley Lode	100.00
1727	Yosemite Gateway	100.00
	Total District Directors Expenses	2,600.00
1800's	Membership	
1801	Membership Banners	250.00
1802	Membership Cards (printing)	250.00
1803	Membership - bookmarks,	1,500.00

	brochures, etc.	
1804	Misc. Dues Refunds	0.00
1805	Zip Code Club Finder Services Renewal	100.00
-	Total Membership Expenses	2,100.00
1900's	Officers Expenses	
1901	1st Vice President	200.00
1901a	2nd Vice President	200.00
1901b	3rd Vice President	200.00
1902	Corresponding Secretary	150.00
1903	Financial Secretary	150.00
1904	Parliamentarian	50.00
1905	President, CA Travel & Office	10,000.00
1906	President, NGC & Pacific Region	5,000.00
1907	Recording Secretary	100.00
1908	Treasurer	400.00
1909	Communications Director	150.00
	Total Officers Expenses	16,600.00
	-	-
	-	-
	-	-
	Election Year Expenses	
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
	Total Election Year Expenses	0.00
2000- 4000	Other Expenses	
2101	Golden Gardens eNews	0.00
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	200.00
2701	Member Award of Distinction	0.00
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 + \$1500 for 2018	5,500.00
3201	Tours	0.00
	Total Other Expenses	7,700.00
4000's	Misc. Expenses	
4001	NGC/Pac Region related expenses incl visits	1,500.00
4002	Bank charges	0.00
4002a	PayPal Merchant Fees	150.00
4003	Memorial Donations	250.00
4004	San Francisco Flower & Garden	0.00

	Show	
4005	CA State Flower & Garden Show	0.00
4006	G-2 Yearbook Award	350.00
4007	3 Year Calendar printing	3,100.00
4008	Awards booklet	0.00
4009	Wax Seals	0.00
4010	Web Tech	0.00
4011	Penny Pines donation	68.00
4012	Interest transfer to Scholarship RF	0.00
4013	WAFB Board actiion 6/2010	0.00
4014	New Board Designated Restricted Fund Grants	0.00
4015	NGC Awards #20	100.00
4016	CGCI Hosted Meetings	0.00
4017	CGCI Hosted NGC/PR Conventions	0.00
	Total Misc. Expenses	5,518.00
	<u>Total Expenses</u>	<u>82,218.00</u>
	Budgeted Revenue - Expenses	11,350.00

Chairmen - Special Funding

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

** Including Membership Dues Bills, Admin., Certificates & APS

Including Youth Awards, Admin, Garden Show in a Box,

*** Essay, Youth Horticulture & Liaisons

Chairmen - Not Compensated

- 1 Advisory Council
- 2 Board 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 Tour Coordinator
- 12 Zip Code Club Finder Svc.

Chairmen-Restricted Funds

- 1 Blue Star Memorial

2	CGCI Judges Council
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
18	Endowment Marketing & Publicity
19	Sempervirens
20	Rare Plant Treasure Hunt
21	Stagecoach Hill Azalea