

California Garden Clubs, Inc.
Minutes of the 2019 Fall Board Meeting

October 1-2, 2019

Red Lion Hotel, Redding, California

Host: Cascade District

President: Shane Looper

Business Meeting #1

President Shane Looper called the meeting to order at 9:01 a.m. on Tuesday, October 1, 2019.

The Recording Secretary was present.

Recording Secretary Gail Vanderhorst led the Pledge of Allegiance.

Bay Ocean District Director Nancy McDougal gave the Inspiration.

President Shane Looper introduced the 2019-2021 Executive Committee and welcomed former CGCI Presidents: Mary Lou Goodwin (1991-1993), Robert Gordon (2003-2005), Robin Pokorski (2007-2009), Julie A. West (2011-2013), Rita Desilets (2013-2015), and Krystal Migliore (2017-2019).

President Shane Looper welcomed Members of the Circle of Poppies: Joan Craig, Myrtle Findley, Judy Unrine and Carolyn Villi.

President Shane Looper recognized those members serving on the 2019-2021 NGC Board and those serving on the 2019-2021 Pacific Region Garden Clubs Board.

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

Excused: Lynne Batchelor, Sue Bennett, Beverly Brune, Anne Capes, Nancy Compton, Carolyn Fergoda, Helen Gates, Cheryl Habriel, Ward Habriel, Joelle Holford, Rosalie Hooper, Dolores Moffatt, Joyce Parrott, Judy Powers, Hoberley Schuler, Alexis Slafer, GinaBelle Smith, George Speer, Emily Troxell, Elisabeth Tufo and Pat York.

Fall Board Meeting Co-chairman Carolyn Hoyum welcomed members to Redding and Cascade District.

President Shane Looper thanked Cascade District for hosting the Fall Board Meeting.

President Shane Looper introduced the pages for this meeting: Sherry Molinari and Diana Gifford Tuggle.

Parliamentarian Greg Pokorski reported the Rules of Order for the 2019-2021 term were adopted at the June 7 Organizational Meeting and are listed on pages 30-31 of the 2019-2020 *Yearbook, Manual, & Roster* and on page 8 of the Fall Board Meeting Program.

Fall Board Meeting Co-Chairman Kathy Bramhall moved to adopt the Fall Board Meeting Program as printed. **Motion Passed.**

Parliamentarian and Minutes Review Committee Chairman Greg Pokorski reported on the following Minutes:

June 4, 2019 Pre-Convention Board Meeting as distributed on July 14, 2019.

June 5-6, 2019 Convention as distributed on July 14, 2019.

June 7, 2019 Post-Convention Meeting as distributed on July 14, 2019.

June 7, 2019 Organizational Meeting as distributed on July 14, 2019.

Without objection, the minutes of each meeting were **adopted as distributed.**

Without objection, President Shane Looper **appointed the following committee** to review the minutes of this meeting: Greg Pokorski, Chairman, Judy Bates, Adele Kelly and Carol Vallens.

Financial Report

Treasurer George Perko reported. See Attachment A.

As of August 31, 2019		
Total Cash in Checking/Savings accounts	\$154,585.71	
Total Other Assets	\$408,500.69	
TOTAL ASSETS		\$563,187.40
Of which liabilities & restricted funds are	\$257,503.29	
Cash Balance Available		\$205,684.11

Treasurer George Perko read the Independent Accountant's Review Report letter from Carolyn A. Mayes, CPA, dated September 23, 2019. Board of Trustees Chairman Julie A. West moved to adopt the Independent Accountant's Review Report letter. **Motion Passed.** See Attachment B.

Officers' Reports

Financial Secretary Rita Desilets reported See Attachment C.

Recording Secretary Gail Vanderhorst reported that the deadline for reports to be emailed is Sunday, October 6, 2019.

Corresponding Secretary Milly Benson reported:

13 thank you notes were sent for donations to the President's Project

3 condolence cards were sent to the families of Janet Eyre, Dorothy Roton and Don Meinhardt

Parliamentarian Greg Pokorski reported. See Attachment C.

3rd Vice-President Adele Kelly reported and moved to ratify a new club:

High Desert Garden Club of Acton-Agua Dulce, San Fernando Valley District, 24 members, Co-Presidents – LaNelle Thomas and Gay Robbins. **Motion Passed.** See Attachment C.

2nd Vice-President Carol Vallens reported that the deadline for submitting possible changes to the bylaws is November 1, 2019.

Committee Reports

Board of Trustees Chairman Julie A. West reported. See Attachment D.

Nominating Committee Co-Chairman Martha Smyser reported and introduced the members of the Nominating Committee: Nina Blonski, Mary Brooks, Ward Habriel, Jeanne Johnson, Linda Malone, and Charlotte Tucker.

Scholarship Chairman Martha Smyser reported.

Procedure Committee Chairman Marlene Kinney reported.

Financial Secretary Rita Desilets reported for GTEP Chairman Sue Bennett and moved to add Paradise Gardeners of Palomar District to the GTEP program. **Motion Passed.**

2019 Convention Chairman Rita Desilets reported that CGCI received \$2,812.64 from the \$5,625.27 convention proceeds.

Parliamentarian Greg Pokorski reported for 2019 Pacific Region Convention Chairman Sue Bennett. See Attachment D.

The meeting was recessed at 9:57 a.m.

The meeting reconvened at 10:12 a.m.

President's Project Chairman Julie A. West introduced Ariel Cherbowsky, Director of Mountain Watch, who presented a program on San Bruno Mountain Botanical Garden.

The meeting recessed at 10:59 a.m.

The meeting reconvened at 9:03 a.m. on Wednesday, October 2, 2019.

Business Meeting #2

Registrar Lynne Caraway reported a total registration of 122.

Life Membership Chairman Carlotta Wixon-Welker reported and moved to ratify the following new CGCI life members:

Garceau, Avis - Luther Burbank District
Jauregui, Carol - Buttes District
Hoyum, Carolyn - Cascade District
Kemist, JoAnn - Bay Ocean District
Mekeel, Donna - Sequoia Foothills District
Mort, Irene - Santa Clara Valley District
Pyle, Leigh - Bay Ocean District
Strom, Shizuko (Susie) - Golden Foothills District
Wellington, Suzanne - Golden Foothills District
Williams, Patricia - Golden Foothills District

Motion Passed.

A CGCI life membership was presented to Carolyn Hoyum.

Awards Chairman Pat Clayes reported, presenting a PowerPoint presentation.

Liability Insurance Robin Pokorski reported. See Attachment D.

President Shane Looper gave her President's report, deferred from the previous day.

Executive Committee Recommendations

President Shane Looper announced that the following resignations had been accepted by the Executive Committee: Jeanne Desilets, Timekeeper, Deedee Speer, Honor Book Chairman, Cecile Campbell, Co-Director of Desert Empire District, and Lili Aram-Bost, Youth Coordinator.

Resignations accepted with regret.

President Shane Looper announced that the following presidential appointments have been approved by the Executive Committee: Sherry Molinari as Timekeeper and President's Page, Bette Langford as Honor Book Chairman, Mary Schulz as Girl and Boy Scouts Liaison, and Lisa Cosand as Youth Coordinator.

Appointments ratified.

Recording Secretary Gail Vanderhorst read the recommendations and moved their adoption or ratification.

1. To approve a registration fee of \$45.00 and a late registration fee of \$70.00 for the 2020 Winter Board Meeting in Long Beach. **Motion Passed**
2. To ratify the appointment of Robin Pokorski as 2020 WBM Registrar. **Motion Passed.**
3. To accept the invitation of Southern California Garden Club to host the 2021 Winter Board Meeting. To ratify 2021 WBM location of Airtel Plaza Hotel, Van Nuys, and the dates January 25-27, 2021. To ratify the appointments of Rita Desilets as 2021 WBM Chairman and Robin Pokorski as 2021 WBM Registrar. **Motion Passed.**

4. To invite Pacific Region Director Robin Pokorski to be our guest at the 2020 Winter Board Meeting. **Motion Passed.**
5. To ratify the following Official Calendar dates:
 - Gardening School Series 27, Turlock, sponsored by Valley Lode District, Bridget Foster, Chairman
 - Course 3 February 15-16, 2020
 - Course 1 March 7-8, 2020
 - Course 2 March 28-29, 2020
 - Course 4 April 18-19, 2020**Motion Passed.**
6. That the updated Restricted Funds Guidelines dated September 2019 received from and recommended by the Board of Trustees be approved. **Motion Passed.** See Attachment E.

3rd Vice-President Adele Kelly moved to ratify another new club: Valley Floral Arrangers' Guild, Valley Lode District, 12 members, President – Barbara Coelho. **Motion Passed.**

President Project Chairman Julie A. West conducted a sale of the president's slightly used jewelry with proceeds to go to the President's Project (San Bruno Mountain Botanical Garden).

The meeting recessed at 10:21 a.m.
The meeting reconvened at 3:02 p.m.

Business Meeting #3

President's Project Chairman Julie A. West conducted a fundraiser for the President's Project.

Pacific Region Director Robin Pokorski reported regarding Pacific Region activities.

Timekeeper Sherry Molinari was introduced.

Chairmen Reports

Chairmen Coordinator Bob Gordon introduced those chairmen who reported. See Attachment D.

Blue Star Marker Chairman Shirley Lipa reported and moved that \$7500 be allotted from the General Fund, Line Code 4014N, to be used for the refurbishment of 10 or more large Blue Star Memorial Markers. **Motion Passed.**

District Director Reports

3rd Vice-President Adele Kelly reported for District Director Coordinator Lynne Batchelor that there were no District Director oral reports. See Attachment F for written reports submitted by District Directors.

Co-Chairmen of the 2020 Convention, Roseann Costabile and Nancy McDougal, reported about the 2020 CGCI Convention in South San Francisco at the Embassy Suites, May 26–30, 2020.

Members of Costa Verde District presented a musical invitation to the CGCI Winter Board Meeting on the Queen Mary in Long Beach, February 3-5, 2020.

The meeting adjourned at 4:09 p.m.

Gail Vanderhorst _____ Date _____
Recording Secretary

7:18 PM

California Garden Clubs, Inc

Balance Sheet

As of August 31, 2019

09/24/19

Accrual Basis

	Aug 31, 19
ASSETS	
Current Assets	
Checking/Savings	
10100 · Cash in Checking Accounts	
10102a BofA CGCI Checking	45,349.02
10101 · BofA Business MMA .03%	101,837.69
10105 · Symposium BofA Checking 8298	3,500.00
10106 · Events BofA Checking	4,000.00
Total 10100 · Cash in Checking Accounts	154,686.71
Total Checking/Savings	154,686.71
Total Current Assets	154,686.71
Other Assets	
18000 · Prepaid Deposits	2,185.00
18500 · US Bank CD #7664 12/8/19 2.32%	105,398.87
18600 · US Bank CD #3594 12/24/21 1.49%	98,978.36
19000 · CGCI Endowment	
19110 · Vanguard Endowment-CGCI	51,021.00
19150 · Allowance for Change FMV Vgd	20,990.53
Total 19000 · CGCI Endowment	72,011.53
19500 · Scholarship Endowment	
19610 · Vanguard Endowment-Scholarship	93,135.03
19650 · Allowance for Change FMV Vngd	36,791.90
Total 19500 · Scholarship Endowment	129,926.93
Total Other Assets	408,500.69
TOTAL ASSETS	563,187.40
LIABILITIES & EQUITY	
Equity	
30500 · Net Assets w/o Donor Restrict'n	
30700 · General Activities	
30701 · Available General Activities	169,807.90
Total 30700 · General Activities	169,807.90
31000 · Board Designated Net Assets	
31001 · Blue Star Memorial	3,633.43
31002 · Educational Schools	5,099.66
31007 · Honor Book	6,450.67
31009 · Liability Insurance	67,847.21
31010 · Reforestation Fund	7,120.09
31011 · Symposium	
31011-1 · Symposium Reserve	14,208.78
31011-2 · Symposium Checking	3,500.00
Total 31011 · Symposium	17,708.78
31012 · Wildflower Conference	
31012-1 · Wildflower Conf Reserve	16,926.93
Total 31012 · Wildflower Conference	16,926.93
31013 · Youth Fund	1,642.48
31016 · CGCI Endowment	40,000.00
31017 · State Projects	8,000.00
31025 · Scholarship Endowment	15,000.00
Total 31000 · Board Designated Net Assets	189,429.25
Total 30500 · Net Assets w/o Donor Restrict'n	359,237.15
31400 · Net Assets w/ Donor Restrict'ns	
31500 · Net Assets w/ Restriction--Temp	
31501 · Awards	6,207.48
31503 · E. Miller Memorial Fund	3,250.00
31504 · H. Minor Memorial Fund	3,713.65
31509 · Judges Council	1,311.86
31511 · Presidents Projects	

California Garden Clubs, Inc

Balance Sheet

As of August 31, 2019

09/24/19

Accrual Basis

	<u>Aug 31, 19</u>
31511E · 2019-21 President's Project	950.00
Total 31511 · Presidents Projects	950.00
31512 · Project Mission Blue	765.53
31513 · Scholarship Donations Life Mbr	16,636.47
31514 · Endowment Marketing & Publicity	629.55
31516 · Anza-Borrego Desert Project	331.49
31517 · Scholarship Endowment Income	26,692.77
31518 · Sempervirens Fund	1,165.00
31519 · California Consultants Council	6,164.96
Total 31500 · Net Assets w/ Restriction--Temp	67,818.76
31800 · Net Assets w/ Restrict'n--Perma	
31805 · Endowment - CGCI	11,021.00
31806 · Endowment CGCI to Tnsf	150.00
31810 · Endowment -Scholarship	78,135.03
31811 · Endowment S/ship to Tnsf	10,949.25
Total 31800 · Net Assets w/ Restrict'n--Perma	100,255.28
Total 31400 · Net Assets w/ Donor Restrict'ns	168,074.04
32000 · Retained Earnings	26,186.66
Net Income	9,689.55
Total Equity	563,187.40
TOTAL LIABILITIES & EQUITY	563,187.40

California Garden Clubs, Inc

09/24/19

Profit & Loss

Accrual Basis

July through August 2019

	Jul - Aug 19
Ordinary Income/Expense	
Income	
5000 · Revenue	
5001 · Contributions/Donations	
5001A · Amazon Smile donations	5.23
5001 · Contributions/Donations - Other	1.00
Total 5001 · Contributions/Donations	6.23
5101 · Convention Profit	2,812.64
Total 5000 · Revenue	2,818.87
5200 · Dues	
5201 · Dues - Affiliates	100.00
5202 · Dues - APS	9,273.00
5203 · Dues - Clubs	23,262.25
Total 5200 · Dues	32,635.25
5601 · Interest	667.85
5800 · Miscellaneous Income	
5803 · 3 Year Calendars	25.00
Total 5800 · Miscellaneous Income	25.00
6101 · State Pins and Misc. Sales	164.00
Total Income	36,310.97
Gross Profit	36,310.97
Expense	
100 · Administration Expense	
301 · Dues - NGC	19,215.00
302 · Dues - NGC Youth	10.00
303 · Dues - Pacific Region	360.00
801 · Vonage 888#	61.77
901 · Website	2,440.00
Total 100 · Administration Expense	22,086.77
1600 · Chairman with Special Funding	
1607 · State Pins & Misc Sales (50%)	103.75
Total 1600 · Chairman with Special Funding	103.75
1800 · Membership Expense	
1804 · Misc. Dues Refunds	49.50
Total 1800 · Membership Expense	49.50
1900 · Officers Expenses	
1906 · President-NGC & Pac Region	280.00
Total 1900 · Officers Expenses	280.00
2000 · Other Expenses	
3101 · Scholarship (4 at \$2000) (2 add	4,000.00
Total 2000 · Other Expenses	4,000.00
4000 · Miscellaneous Expenses	
4002 · Bank Charges	
4002A · PayPal merchant charges	1.40
Total 4002 · Bank Charges	1.40
4015 · NGC Award sponsored CB-1 (#20)	100.00
Total 4000 · Miscellaneous Expenses	101.40
Total Expense	26,621.42
Net Ordinary Income	9,689.55
Net Income	9,689.55

Carolyn A. Mayes, CPA
Auditing and Consulting Services

INDEPENDENT ACCOUNTANT'S REVIEW REPORT

To the Board of Directors of
California Garden Clubs, Inc.
Graton, California

I have reviewed the accompanying financial statements of California Garden Clubs, Inc. (a nonprofit organization), which comprise the statement of financial position as of June 30, 2019, and the related statement of activities, statement of revenues, expenses and changes in net assets, and statement of cash flows for the year then ended, and the related notes to the financial statements. A review includes primarily applying analytical procedures to management's financial data and making inquiries of organization management. A review is substantially less in scope than an audit, the objective of which is the expression of an opinion regarding the financial statements as a whole. Accordingly, I do not express such an opinion.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of the financial statements that are free from material misstatement whether due to fraud or error.

Accountant's Responsibility

My responsibility is to conduct the review engagement in accordance with Statements on Standards for Accounting and Review Services promulgated by the Accounting and Review Services Committee of the America Institute of Certified Public Accountants. Those standards require me to perform procedures to obtain limited assurance as a basis for reporting whether I am aware of any material modifications that should be made to the financial statements for them to be in accordance with accounting principles generally accepted in the United States of America. I believe that the results of my procedures provide a reasonable basis for my conclusion.

Accountant's Conclusion

Based on my review, I am not aware of any material modifications that should be made to the accompanying financial statements in order for them to be in accordance with accounting principles generally accepted in the United States of America.

Carolyn A. Mayes, CPA

Santa Rosa, California
September 23, 2019

Attachment C Officers' Reports

Financial Secretary, Rita Desilets

The Financial Secretary worked with the Treasurer to maintain detailed spreadsheets of all expense and revenue transactions. Monthly reviews have been conducted by Sue Bennett.

Expenses: reimbursements for Chairmen and District Directors are for printing, ink and supplies necessary for your position. Budgets for Chairmen are \$50 and District Directors are allowed up to \$100. Please indicate your line code when filling out the Request for Payment form that is available online or from me at this meeting. A list of the line codes is supplied on the CGCI website. You may email the form along with your scanned receipts or mail them.

Revenue: The 3-part Cash Receipts Reports are available here today and also online. Send one copy to the P.O. Box in Graton along with checks. The second copy is sent to the Financial Secretary. Keep the 3rd copy for your records.

Just a reminder that PayPal is set-up to receive donations for the Endowments and projects such as Anza Borrego Desert State Park, Blue Star, Sempervirens, and Mission Blue Phase II.

Parliamentarian, Greg Pokorski

Since our last meeting, this officer has performed the usual duties of this office:

Worked with the Recording Secretary to review the six sets of minutes from convention meetings.

Worked with the President to prepare agendas for this meeting.

Worked with the Bylaws & Policy Committee.

Responded to parliamentary inquiries received.

Bylaws and Standing Rules as amended during the 2017-2019 administration are contained in the new *Yearbook, Manual & Roster* and are posted on the CGCI website. In researching or referencing any bylaw or standing rule, be sure to use the current documents.

Submit reports to the Recording Secretary in order to document highlights and accomplishments of your board position in the minutes.

It is a pleasure to serve CGCI and our President in this office.

3rd Vice-President, Adele Kelly

Current Membership Number

Paid as of September 25, 2019

Clubs 213 (12,123)

APS 49 (4,064)

Affiliate 1

Total 263 (16,187)

I move to ratify the following new clubs:

High Desert Garden Club of Acton-Agua Dulce, San Fernando Valley District, 24 members, Co-Presidents – LaNelle Thomas and Gay Robbins.

Valley Floral Arrangers' Guild, Valley Lode District, 12 members, President – Barbara Coelho.

With regret, the following clubs and associate plant societies have disbanded or been dropped:

Clubs:

Bay Area Floral Arrangers Guild – Bay Bridges District – 12 members

Boots & Pearls Gardening and Fly Fishing Club – Buttes District – 10 members

La Casa Garden Club – Sequoia Foothills District – 17 members

The Garden Faire – Santa Clara Valley District – 10 members

Associate Plant Societies:
Mendocino County ReLeaf – 15 members
Orange County Cactus & Succulent Society - 112
South Bay Epiphyllum Society – 70 members
Southern California Orchid Species Society – 61 members

Thanks to the following who helped count membership cards and label M&M packets:
Palomar District Director – Sharon Tooley
Poway Valley Garden Club Co-President – Donna Kaptain
Poway Valley Garden Club Member – Rosemary Anderson

Attachment D Chairmen Reports

Arbor Day Chairman, Mary Lou Goodwin

Choose the type of tree planting project you'd like to organize, Adult groups, youth groups, Scout groups, CGCI Youth Gardeners, schools.

Decide who needs to be involved. Coordinate sponsors and garden clubs.

Organize a planning committee and set a date for the event. March 7-14.

Choose the planting site and species and get all necessary permits. Review the success of last year's event and location.

Analyze needs and costs. Set a Budget.

Raise Funds.

Recruit volunteers from sponsors and garden clubs

Order trees and supplies. National Arbor Day Foundation has an online nursery, or local donations

Invite media participation. TV, Newspapers, Weekly Calendars, Social Media.

Schedule the event. Send out press releases to all media and interested groups. Select Moderator and special speaker.

Prepare the site. Check for good backgrounds for photos. Bring the Club banner and American Flag, if it is to be used.

Assemble equipment and supplies. Who is providing shovels and stakes?

Instruct participants and demonstrate proper planting. Have one person as the instructor.

Schedule routine maintenance and care for the following year.

Reward volunteers and others who helped. Action pictures in the newspaper are always a reward. Send thank you letters.

Evaluate the event. Prepare a report and put it into an Arbor Day Folder.

Print out this 20 page manual on how to plan an Arbor Day event:

[Ca.arborweek.org/events/get involved](http://Ca.arborweek.org/events/get%20involved) arbor week planning kit

Board of Trustees Chairman, Julie A. West

The Board of Trustees are in the final stages of tweaking CGCI's Important Papers to distribute to the President, Financial Secretary and this Chairman. We plan to conclude this two-year project by CGCI's 2020 winter board meeting using flash.

Two proposed standing rules were developed and sent to the Bylaws Committee:

- Proposed Standing Rule #45 states CGCI's liquidity policy that supports the CPA's Note 5 on page 10 of the 2018-19 Reviewed Financial Statement.
- NGC's nine-page Investment Policy Statement (IPS) was reviewed and condensed into one new recommended Standing Rule #46 to state CGCI's IPS including stocks vs. bonds ratio.
- The two endowment funds with Vanguard were reviewed. Funds Waiting to Transfer will be forwarded to Vanguard by this Chairman as recommended by CGCI's Financial Advisor.

Endowments Chairman, Julie A. West

Endowment donations received with the 2019 Fall Board Meeting Registration were recognized: Cheryl Austin (Scholarship); Kathy Bramhall (Scholarship); Chuck Goodwin (CGCI and Scholarship) and Roseann Costabile (CGCI) for a total of \$105.00. Their generosity and support of the two endowment funds are appreciated. A printed brochure for both endowment funds is 'in the works'.

Environmental Art Competition Chairman, Judy Unrine

We garden, organize, and educate ourselves and others. E Art is a new project. This committee encourages the use of all your experience to create an eco-friendly art project that can use any media. To continue our goals to protect the environment, the art work should incorporate one or more reused, repurposed objects into the design. Examples of forms of media include sculptures, fiber, collage, assemblage, etc.

Artists will be invited to display their actual work at CGCI President Shane Looper's 2021 Convention being held in Visalia.

Gardening Schools Chairman, Greg Pokorski

After a couple years with no courses, eight courses are scheduled in 2020. Chula Vista (Chula Vista GC): Course 1-January 20-21; Course 2-January 22-23; Course 3-July 13-14; Course 4-July 15-16. Turlock (Valley Lode District): Course 3 first-February 15-16; Course 1-March 7-8; Course 2-March 28-29; Course 4-April 18-19. All Gardening Consultants can refresh once next year – at any one of these courses or at the Tri-Refresher at the WBM in Long Beach. If your good standing expires this year, request an extension (from this chairman) and attend one of the 2020 events.

Garden Therapy Chairman, Terry Sampson

You are never too old to garden. Helping others with limited skills will do wonders for you and for those you help. Think of a project your club can do and make it happen.

Liability Insurance Chairman, Robin Pokorski

The Liability Insurance billing for the 2020 – 2021 premium year will be sent to the treasurer of record in early November. If you haven't updated your treasurer information through the CGCI website – get on it. Premiums payments will be due in January for the coverage year starting February 2020.

Do you need Additional Insured certificates for your event? Tour? Plant Sale? Flower Show? Probably. If the venue asks to be an Additional Insured, it means they want to combine our insurance coverage with their own for greater coverage. So you complete the Additional Insured Request form, available on the website. If it's a homeowner, then you need to include a signed Agreement Form – if it's a venue then you need to include a signed contract. I cannot process an Additional Insured Request form without one or the other – either an agreement or a contract needs to accompany the request. These forms can be emailed to me for faster service as I have nothing to do but await your forms! You then send a check for \$35 to me – made payable to CGCI. HOWEVER, if your event, sale, show, tour, or meeting is less than 14 days out – then you will need to add a \$15 late fee and I will come after it.

Pollinators Chairman, Terry Sampson

We are encouraging all members to plant flowers that will help our bees and butterflies. Please do your best not to use pesticides.

President's Project 2019-2021 Chairman, Julie A. West

\$1,700 has been donated as of September 30, 2019 by various individuals, clubs and CGCI (in memory of Dorothy Roton and Janet Eyre) and posted in the Exhibit Room. Donations in any amount are welcome. NOTE: Contributions of \$100 will propagate three native plants and manufacture one species sign. The goal is to raise \$12,000 for Mission Blue Nursery to propagate 100 species of 10 plants each; \$6,000 to create 100 species signs and \$2,000 for a large sign for the San Bruno Mountain Botanical Garden with CGCI's logo and mission statement.

The President's Jewelry Box is introduced as a new FUNdraising opportunity at board meetings. Ten necklaces and four rings were provided for live auction. \$1,605 was generously donated by high bidders

and cash donations. Milly Benson's crafts table in Vendors Room raised an additional \$215 plus an individual donation of \$200. Total contributions received at close of fall board meeting: \$2,020 - Grand total to date: \$3,720. THANK YOU for the support and generosity of those who participated!

PRGC Convention Chairman, Sue Bennett

A successful Convention was enjoyed by 159 who registered. 506 meals were served. 222 hotel rooms were utilized. Tours and workshops were full. Net proceeds totaled \$9,130.14 split 50/50 with an additional \$2,700 going to PRGC for the dinner hosted by Gail & Hank Vanderhorst as their home. The Fair was the hit of the convention. Numerous speakers and workshops were also a big hit. The biggest of all was the Installation of CGCI's Robin Pokorski as Region Director and Sue Bennett as Alternate Director.

Project Mission Blue Chairman, Julie A. West

There are only two years left to support Phase II of Project Mission Blue that is raising funds to propagate twelve native nectar plants:

Coast Buckwheat	California Phacelia
Checkerbloom	Narrow-Leaved Mule Ears
Blue-Eyed Grass	Blue Dicks
Ithuriel's Spear	Coyote Mint
Yarrow	Golden Aster
California Horkelia	Brownie Thistle

Planting patches of nectar plants between patches of larval lupine plants assists the federally endangered adult mission blue butterflies ability to navigate since they are poor flyers. To date, the project has received \$556 since July 1, 2019 and \$4,823 total since July 1, 2016 when Phase II began. Donations in any amount may be made by visiting CGCI's website and sending to this Chairman.

Sempervirens Fund Chairman, Rosa Radicchi

Are you familiar with Sempervirens Fund? Established in 1900, & dedicated to preservation of Redwood Forests, they helped to establish Big Basin Redwoods State Park! In 1970-72 it became a CGCI State Project & later a National Garden Clubs Project. Grand Opening of the "Robert C. Kirkwood Entrance" to Castle Rock State Park, was held Fri, Sept 27, 2019. This Silicon Valley State-of-the-Art Portal, was made possible by a generous gift from the Kirkwood family, Sempervirens Fund, California State Parks, and Friends of Santa Cruz State Parks, who forged an incredible partnership with a vision! See: Sempervirens.org. Thank you!

Stamps Chairman, Terry Sampson

The stamps that the CGCI clubs are collecting will be sent to Boys Town where the boys will make use of them as well as the Wounded Warrior program.

Youth Coordinator Chairman, Lisa Cosand

I want to thank CGCI for approving me as Youth Coordinator and thank the youth team of Charlotte Tucker, Mary Schulz and Mike Biedenbender.

There are 5 Youth Awards: Smokey the Bear requiring participation of children through a garden club, school garden award submitted by a youth project and 3 individual awards in poetry, essay and sculpture. I would like the organization to focus on the individual awards since every member can look up the requirements on the CGCI website, spend an hour doing the project with the child and submitting it. Thanks for mentoring the next generation of gardeners.

Restricted Funds Guidelines Sept 2019

Fund Name	Balance on 6/30/2019	Revenue	Disbursements
Net Assets w/o Donor Restrictions			
Blue Star Memorial (31001)	\$3,608.43	Donations	Grants available to assist purchasing a Blue Star Memorial Marker: \$100 Byway or \$350 Large Up to \$1200 @ \$200 each to refurbish markers (1/2003.) Chairman expenses in excess of CGCI Budgeted \$50.00 with approval of EC
Educational Schools (31002) incl. ES, FSS, GS & LDS	\$5,099.66	Combine various school funds +	Grants of up to \$250.00 for FSS, LDS, GSS, and ESS schools, refreshers and conferences. If school is profitable, grants may be returned to the fund. FSS would exclude course #1 - see Helen Minor Fund (until depleted). FSS, LDS, GSS & ESS Chairman expenses in excess of CGCI Budgeted \$50 w/approval of EC
Honor Book (31007) (6/1999 Gold/Green Funds combined)	\$6,450.67	Donations	CGCI objectives with approval of board of directors. Chairman expenses in excess of CGCI Budgeted \$50 w/approval of EC. Smokey Bear Poster Contest Awards (\$125); Meal expenses for CGCI guests and speakers invited by the EC
Liability Insurance (31009)	\$66,622.71	Club Premiums Dividends (if any)	Pay Feb 15 Ins premium for clubs and APS. ALL Chairman expenses. D&O insurance premiums to be paid from Gen'l Fund & budgeted annually. Deposit Dividends, if any.
Reforestation (31010)	\$7,120.09		Moratorium on new donations. BOD Closed 6/30/19.
Symposium (31011-1)	\$14,208.78	Proceeds from Symposia	Chairman Expenses in excess of CGCI Budgeted \$50 w/approval of EC \$500 be allocated to each Symposium to defray expenses.
Checking (31011-2)	\$3,500.00		CGCI Operating account for Symposium
Wildflower Conference (31012-1)	\$12,910.32	Conference Proceeds	\$350 C-7 Award. Wildflower Project. Chairmans expenses in excess of CGCI Budgeted \$50 w/approval of EC. Net proceeds from Wildflower Conferences
Checking (31012-2)	\$0.00		CGCI Special Events Operating Account
Youth Fund (31013)	\$1,642.48	Donations	\$100 Youth Leader of Year Award. Combined Jr. Gardeners Fund (\$1000 bequest 5/1987, Adeline Walker estate), 2004 Youth Conference proceeds, and Youth Gardener Grants (\$2500 from NGC 2000 Convention).
CGCI Endowment Line Code 31016	\$40,000.00	\$30,000 \$10,000	from General Fund approved by BOD 02/2011 from closing of Golden Gardens Operating Account. Approved by BOD 06/2015
State Projects Line Code 31017	\$8,000.00	\$8000 from NGC 2000 Conv	For special needs of new and/or continuing CGCI state projects (excluding President's Projects) Proposal to be reviewed by BOT with recommendation for approval to EC & approval by BOD
Scholarship Endowment Line Code 31025	\$15,000.00	\$10,000 \$5,000	from General Fund approved by BOD 5/1990 from NGC 2000 convention net proceeds
Total Net Assets w/o Donor Restrictions	\$184,163.14		

Restricted Funds Guidelines Sept 2019

Fund Name		Balance on 6/30/2019	Revenue	Disbursements
Net Assets				
w/Donor Restrictions	Temporary			(Purpose Restricted)
Awards (31501)		\$3,729.48	Donations	Cash Awards
Eleanor Miller (31503) (6/2004)		\$3,250.00	\$5000 from Estate	Grant up to \$500 for course one in LDS or GSS. Budget for course one must accompany request to CGCI Educational Schools Finances Chairman.
Helen Minor (31504) (5/1998)		\$3,713.65	\$5000 memorial from Velma Cory	Grant up to \$500 for FSS course one. Budget must accompany request to CGCI Educational Schools Finances Chairman.
CGCI Judges (31509) Council		\$1,311.86	Council Dues	CGCI Judges Council expenses
President's Projects			Donations	
2017-19 (31511D)		\$11,868.50	Closed 6/30/2019	Scholarships L/C 31513/Scholarship Endowment Fund L/C 31811 split 50/50. Closed 6/30/19.
2019-21 (31511E)				Plant America: Plant Parks. San Bruno Mtn Botanical Garden restoration
Project Mission Blue Line Code (31512)		\$309.53	Donations	5 year State Project May 2011 - May 2016 with GGNPC. Phase II May 2016-May 2021 Disbursed January & June to Golden Gate National Park Conservancy
Scholarships (31513) Donatons/Life Mbrs		\$10,202.22	LM Fee's & Donations	Scholarship donations and Life Membership Fees to pay annual scholarships awarded
Endowment Publicity Line Code 31514		\$629.55	Donations	Used for marketing and publicity of both Endowment Funds
Anza-Borrego DSP Line Code 31516		\$331.49	Donations	State project approved June 2012 by BOD to raise \$15,000 for irrigation replacement & plants Disbursed to ABDSP Foundation annually in June
Scholarship Endowmer Income (31517)		\$26,692.77	Dividends	Vanguard Scholarship Endowment Dividend/Interest Income
Sempervirens Fund Line Code 31518		\$1,115.00	Donations	CGCI State Project since 1973 on behalf of Big Basin Redwoods State Park, Santa Cruz, CA Disbursed to Sempervirens Fund annually in June
California Consultants Council (31519)		\$5,364.96	Dues/Events	Combined Gardening & Landscape Councils into one Council for all consultants including Environmental Consultants 6-7-2013
Stagecoach Hill Azalea Project (31522)		\$4,016.61	Donations	Two-year state project May 2016 - December 2018 with Redwood Park Conservancy to raise \$6,000 for propagation of native azaleas. Disbursed January & June to RPC. Closed 6/30/19.
Total Net Assets				
w/Donor Restrictions	Temporary	\$72,535.62		(Purpose Restricted)

Restricted Funds Guidelines Sept 2019

Fund Name		Balance on 6/30/2019	Revenue	Disbursements
CLOSED RESTRICTED FUNDS				
Net Assets w/o Donor Restrictions				
Golden Gardens	L/C 31006	0.00	Balance	Closed Operating account for Golden Gardens Publication - last issue was Spring 2013. \$10,000 to Permanently Restricted CGCI Endowment Fund & balance of \$9,483.98 to Board Designated Scholarship from GG (line code 31015). Approved by BOD June 2015.
Rattlesnake Canyon	L/C 31014	0.00	Donations	Money moved back into Reforestation Fund Line Code 31010. Approved by BOD June 2015.
Reforestation (31010)	L/C 31010	\$7,120.09	Donations	\$5700 paid to Cleveland Nat'l Forest May 2009 - disbursed in \$5000 minimum amounts upon approval of Bd of Dir. \$500 paid Nov 2016 to Sempervirens Fund for CGCI sign repair \$6500 paid to Sequoia Nat'l Forest Sept 2018. Moratorium on new donations. Closed 6/30/19.
Scholarship from GG	L/C 31015	0.00	Golden Gardens transfer	GG operating account closed & transferred to use for CGCI Scholarships approved by BOD. Closed 7-1-2017
Total Net Assets w/Donor Restrictions - Temporary				(Purpose Restricted)
President's Projects			Donations	
2011-13	L/C 31511A	Closed 6/30/14		Signage at Sonoma State University's Native Plant Garden
2013-15	L/C 31511B	Closed 6/30/15		Habitat for Humanity \$250 Landscaping Grants
2015-17	L/C 31511C	Closed 6/30/17		Encouraging Future Gardeners Kits
2017-19	L/C 31522D	\$11,868.50	Closed 6/30/2019	Scholarships L/C 31513/Scholarship Endowment Fund L/C 31811 split 50/50. Closed 6/30/19 \$5,934.25 to be transferred to L/C 31513 & L/C 31811 each.
Rare Plant Treasure Hunt (31521)	Temporarily Restricted	0.00	Donations	5 year CGCI State Project June 2014 - June 2019 with California Native Plant Society Disbursed January & June to CNPS. Closed 6/30/2019.
Stagecoach Hill Azalea Project (31522)		\$4,016.61	Donations	Two-year state project May 2016 - December 2018 with Redwood Park Conservancy to raise \$6,000 for propagation of native azaleas. Disbursed January & June to RPC. Closed 6/30/19. Balance to be transferred to Wildflower Reserve Fund L/C 31012-1.

Attachment F District Director Reports

Humboldt District, Jeanne Johnson

Humboldt District has eight clubs with approximately 276 members. There are two youth clubs. Several of our clubs work with school gardens in various capacities.

We hold three District meetings a year: February and October on the 4th Thursday. The one in May/June is floating. The meetings are held at the various club meeting places in a set rotation. The smaller clubs join with larger ones. Our District Board meetings are scheduled before the regular meeting but no set date or place.

District dues are \$1.00 each. We also get income from the \$5.00 registration fee and plant sale at the District meetings. We have representation from all clubs at all the meetings with the attendance between 40-55. Many members only want to interact with their local club, but we have a strong board and all positions are filled.

The meetings start with 9:30 A.M. registration and continental breakfast. The meeting always includes chairmen reports, club reports, lunch and a speaker; ending before 3:00. The host club supplies all the food and receives the income from the opportunity drawing which they supply.

Mendo-Lake District, Ginabelle Smith

Ukiah, Fort Bragg, Potter Valley, Willits and Clear Lake are our garden clubs that form our district. Beautiful, rural communities nestled within hills, valley, forest and ocean.

Recently, we had a program that was exceptional because it gave us all incite to caring for ourselves (at any age) while being gardeners. Even if you aren't a gardener, you might meander down a path or two and you'll be better off knowing the advice in advance. It's highly suggested that the following program would benefit any club: Toni Gattone, "You Can Garden for Life!"

<http://www.greatgardenspeakers.com/listing/toni-gattone.html>

Until we meet again, keep on weed'n,

San Fernando Valley District, Harriet Vallens

The San Fernando Valley District Garden Clubs will be holding its first meeting on October 21, 2019. We are beginning this year with ten Member Clubs totaling 490 members. We often grow up to ten per cent each Garden Club year. We are looking forward to meeting, for the first time, the delegates from the High Desert Garden Club of Acton-Agua Dulce.

Each of our Clubs is diverse in interests and activities, but all follow the Missions of the C.G.C.I., Pacific Region, and National Garden Clubs.

This year we are planning to refurbish two Blue Star Memorials, and to install at least one new Blue Star Memorial.

We have scheduled a District Bus Tour on January 27, 2020. We will be taking a guided tour of the Getty Villa on Pacific Coast Highway in Malibu. We will focus on the horticulture and landscape architecture of the Villa.

As District Director, I have been setting up appointments to visit our District Clubs.

Yosemite Gateway District, Mary Brooks

All three clubs in our District will be attending our District meeting on Tuesday October 8. Our honored guest will be Shane Looper, CGCI President.

My guest at the Fall Board meeting was my daughter Marisa Brooks, DVM, with hopes she will return to California to practice and continue her involvement with the garden clubs.