

**California Garden Clubs, Inc.**  
Minutes of the 2021 Pre-Convention Board Meeting  
Via Zoom Conference  
Friday, May 28, 2021  
**President: Shane Looper**

President Shane Looper called the meeting to order at 9:02 a.m.

President Shane Looper introduced the 2019-2021 Executive Committee Members, and recognized the former CGCI Presidents in attendance: Mary Lou Goodwin (1991-1993), Robert Gordon (2003-2005), Elisabeth Tufo (2005-2007), Robin Pokorski (2007-2009), Julie A. West (2011-2013), Rita Desilets (2013-2015), and Sue Bennett (2015-2017).

By acclamation Gudrun (Gudy) Kimmel was **approved** as a member of the Circle of Poppies.

President Shane Looper recognized the members of Circle of Poppies in attendance, Myrtle Findley, Joan Craig, Judy Unrine, Carolyn Villi, and Gudy Kimmel.

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

Excused: Mary Arakelian, Beverly Brune, Helen Gates, Rosalie Hooper, Krystal Migliore, Hoberley Schuler, Carlotta Wixon-Welker and Pat York.

Parliamentarian Greg Pokorski reported on the 2019-2021 Rules or Order for Board Meetings and moved that for this meeting we dispense with Rule #5 – the wearing of identification badges; and Rule #8 regarding cell phones, and in place of #10, place your device on mute when you are not addressing the assembly, unmute when you wish to address the assembly and identify yourself before speaking; and follow instructions provided regarding the method for voting. **Motion Passed.**

Parliamentarian Greg Pokorski moved to adopt the minutes of the 2021 Winter Board Zoom Meeting on January 28-29, 2021 as distributed by Jane McKee on March 11, 2021. **Motion Passed.**

Without objection, the chair appointed the following committee to review the minutes of this meeting: Chair, Greg Pokorski, Adele Kelly, and Jeanne Johnson.

### **Officers' Reports**

Communications Director Kathy Taylor de Murillo deferred her report to convention.

Corresponding Secretary Milly Benson deferred her report to convention.

Recording Secretary Gail Vanderhorst reported that the due date for emailing reports is Wednesday, June 2, 2021.

Parliamentarian Greg Pokorski deferred his report to convention.

Financial Secretary Rita Desilets deferred her report to convention.

Treasurer George Perko deferred his report to convention.

3<sup>rd</sup> Vice-President Adele Kelly reported.

Current Membership Number Paid as of May 25, 2021:

Clubs	250	(12,991)
APs	52	(3,868)
Affiliates	1	
Total	303	(16,859)

She moved to ratify a new APS, Gold Coast Cymbidium Society, President Florence Inserto, 111 members. **Motion Passed.**

She moved to accept River Valley Garden Club's petition to transfer from the Sacramento River Valley District to the Valley Lode District. Following debate, Liability Insurance Chairman Robin Pokorski moved to postpone consideration of the issue to convention. **Motion Passed.**

2<sup>nd</sup> Vice-President Carol Vallens deferred her report to convention.

President-elect Lynne Batchelor deferred her report to convention, but gave the second reading of her President's Project Resolution and moved to accept the project. **Motion Passed.** See Attachment A.

President Shane Looper deferred her report to convention, but presented the 1<sup>st</sup> reading of the Black Point Historic Gardens Project Resolution (attached to Organizational Meeting minutes).

Liability Insurance Chairman Robin Pokorski presented the 2<sup>nd</sup> reading of the Conejo Valley Botanic Garden Resolution and moved to adopt the project. **Motion Passed.** See Attachment B.

### **Executive Committee Recommendations**

Recording Secretary Gail Vanderhorst read the Executive Committee Recommendations and moved for their ratification or adoption.

1. To accept with regret the resignation of Leena Dugger as 2021 Convention registrar/treasurer.
2. To accept with regret the resignations of Nancy McDougal and Roseann Costabile as the 2021 Convention Co-chairmen.
3. To ratify the appointment of Nancy McDougal as the 2021 Convention registrar.
4. To accept with regret the resignation of Dave West as Donation Coordinator and Post Office Box Chairman.
5. To ratify the appointment of Robin Pokorski as Donation Coordinator and Post Office Box Chairman.
6. To ratify Virtual Convention dates of May 24-29, 2021 in place of a Convention at Embassy Suites in South San Francisco, May 30-June 4, 2021.
7. To ratify Landscape Design School Series 27 in Turlock, CA sponsored by Valley Lode District. Course 1, January 15-16, 2022, Course 2, February 12-13, 2022, Course 3, February 26-27, 2022, Course 4, March 12-13, 2022. Chairman Berni Hendrix.

8. To ratify Flower Show School Course 1, April 8-10, 2022, Course 2, September 17-19, 2022, Course 3, April 14-16, 2023, Course 4, September 15-17, 2023. Sponsored by Valley Judges Council, Chairmen: Judi Picinini and Jennifer Waite.  
**Items 1 through 8 were processed jointly. Motions Passed.**
9. To remove Auburn Arrangers Guild (Golden Foothills District) from the CGCI Group Tax Exemption Program effective immediately. (The IRS revoked their status).  
**Motion Passed.**
10. That CGCI join the Pacific Region Lil' Moose Garden Club with a donation of \$100.00. **Motion Passed.**
11. That CGCI match donations made by districts, clubs and individuals for an additional \$5000.00 (a total of \$10,000.00) to the Sempervirens Fund for the Big Basin Recovery Fund (l/c 31518-1) for restoration of fire damage at Big Basin State Park. Monies to be transferred quarterly.  
**Motion Passed.**
12. To approve payment of \$2,850.00 to WebTech Therapy for CGCI website build with Wordpress/GoDaddy, line code 4010. **Motion Passed.**
13. To include Charlene Looper, President Lynne Batchelor, Treasurer George Perko, and Financial Secretary Sherry Molinari as signers on all bank accounts and investment accounts other than endowment funds. Following debate, Board of Trustees Chairman Julie A. West moved that the recommendation be considered at the Organizational Meeting. **Motion Passed.**
14. To approve the Independent Contractor Agreement for George Perko, CPA, MBA, to provide financial services to CGCI for the 2021-2023 term. Monies to come from the general fund line code 102 External Treasurer for \$3,600.00 per year. **Motion Passed.** See Attachment to May 26, 2021 Executive Committee Meeting Minutes.
15. To set the liability insurance rate for 2022-2023 policy year, effective 2/15/2022 as follows: \$1.50 per capita for member clubs and Associate Plant Societies, and \$35.00 for each Additional Insured Certificate and a \$15.00 processing fee for late payment. \$25.00 late payment fee.  
**Motion Passed as amended.**

Budget and Finance Committee Chairman Rita Desilets reported and presented the CGCI 2021-2022 budget and moved for its adoption. **Motion Passed.** See Attachment C.

Recording Secretary Gail Vanderhorst reported for Life Membership Chairman Carlotta Wixon-Welker and moved to ratify the following members:

Maria Krenek	Humboldt District	Diane Riopka	Orange County District
Sandra Davidson	Orange County District	Norma Baker	Bay Ocean District
Cindy Burns	Orange County District	Linda Karr	Luther Burbank District
Marcia Smith	San Fernando Valley District		

**Motion Passed.**

Meeting adjourned at 10:09 a.m.

Gail Vanderhorst \_\_\_\_\_ Date \_\_\_\_\_  
Recording Secretary

**President's Project Resolution  
CGCI Gardens at the San Diego River Mission Valley Park  
Lynne Batchelor 2021-2023**

**Whereas**, The 52 miles of the San Diego River flowing from the mountains in the eastern part of San Diego County to the Pacific Ocean is an area of cultural and environmental significance which provides places for recreation, nature discovery, flora/fauna habitat, and education and,

**Whereas**, The mission of the San Diego River Foundation is to protect and enhance the natural and cultural resources of the river valley, to foster appreciation and stewardship of the area, to encourage communities to embrace and celebrate the river legacy, to create a river-long unified system of parks extending all along the river, to develop open space with places for community plazas, public art and educational facilities and places focused on outdoor activities including walking and horse-riding trails and wilderness areas, and to provide opportunities for community organizations to assist with carrying out this mission, and,

**Whereas**, The San Diego River Foundation, a 501 (c) (3) non-profit organization established in 2001, has built coalitions with many non-profit organizations to provide opportunities for the community to assist with trash removal, construction of new habitats, education of students and the general public, acquisition of new land, and preservation of existing habitats, and,

**Whereas**, The plan for gardens at the San Diego River Mission Valley Park was approved by the City of San Diego in December 2020 and this plan includes an opportunity for organizations to sponsor gardens in the San Diego River Mission Valley Park, and,

**Whereas**, The objectives of California Garden Clubs, Incorporated (CGCI) are as stated in the Articles of Incorporation and also as stated in Article II of the corporation's Bylaws: Section 3: "to assist in projects for the conservation of our natural resources" and Section 5: "to cooperate with other agencies in furthering interests in educational areas", and therefore be it

**Resolved**, That a new Temporarily Restricted Fund be established designated to receive donations and pay expenses specifically for the 2021-2023 President's Project CGCI gardens and signage at the San Diego River Mission Valley Park, and be it

**Resolved**, That all donations (checks made payable to CGCI) be sent to the CGCI State Chairman for the project, who shall keep records of the transactions for CGCI and forward the donations to the CGCI treasurer for deposit into the new Temporarily Restricted Fund established for the 2021-2023 President's Project. These funds shall be transferred to the San Diego River Foundation within 2 weeks of the conclusion of the CGCI Fall and Winter Board Meetings and of the CGCI Convention, and be it

**Resolved**, That any remaining balance as of June 30, 2024 be donated to the San Diego River Foundation designated for use in the gardens at the San Diego River Mission Valley Park.

## 2021-2026 Conejo Valley Botanic Garden Project Resolution

**Whereas**, Over 81 acres in the middle of Thousand Oaks, California constitutes the Conejo Community Center that is one of the many Conejo Recreation and Park District's Community Centers, and

- The 33 acres of the hillside and creek area in the middle of the Conejo Community Center property is leased by the Conejo Valley Botanic Garden (CVBG) since 1973, and
- The all-volunteer staff and one part-time gardener maintain and develop the CVBG, and
- CVBG shares this place of tranquility and beauty for all to enjoy with free entrance, and
- CVBG maintains plantings of trees and plants native to California and other Mediterranean climate zones, with an emphasis on low-water use plants, and
- CVBG publicly disseminates information regarding plant life, and
- The objectives of California Garden Clubs, Inc. (CGCI) are as stated in the Articles of Incorporation and also as stated in Article II in the corporation's Bylaws, and

**Whereas**, objectives of this corporation as stated in its Bylaws include to

- Assist in projects for the conservation of our natural resources
- Create, promote, and further an interest in amateur gardening, in plant life, and in bird life, and
- Cooperate with other agencies in furthering interests in educational areas including environmental awareness, and

**Whereas**, CVBG continues to be in need of financial support for the garden to survive, and therefore be it

**Resolved**, That California Garden Clubs, Inc. partner with Conejo Valley Botanic Garden to share in the fundraising project to:

- Improve and maintain the garden where visitors can view many unusual plants and trees that typically thrive in our Mediterranean climate, and
- Emphasize this educational resource for adults and children alike to learn more about the world of nature around them, and
- Maintain the Kids' Adventure Garden with its treehouse, tea party circle and childhood joys, and
- Develop the newly acquired area with the five world-wide places that have Mediterranean climates and:

**Resolved**,

- That funding for this five-year fundraising project strive for a goal of \$2,000 in annual donations to be used for upkeep, irrigation, plants and trees;
- That a new Temporarily Restricted Fund be established within CGCI designated to receive donations and that all donations received be forwarded to the Conejo Valley Botanic Garden twice a year on or around January 15 and June 15 and;
- That checks made payable to CGCI be sent to the CGCI State Chairman for the project, who will keep records of the transactions for CGCI and forward the donations to the CGCI treasurer for deposit into the new Temporarily Restricted Fund established for the Conejo Valley Botanic Garden Project and;
- That the project be reviewed in 2026 when it is mutually re-evaluated by CGCI and CVBG to renew the partnership and fundraising project.

Attachment C

California Garden Clubs, Inc.  
Budget 2021-2022

Line Code	Description	Budget
	Revenue	
5001	Contributions/Donations	500
5001A	Amazon Smile Donations	50
5101	Convention Profit	2,000
	Dues	
5201	Dues-Affiliates 2 x \$50=\$100	100
5202	Dues-APS 4893 x \$2.75 = \$13,456	13,500
5203	Dues-Clubs 14,583 x \$2.75 = \$40,103	40,200
5301	Fundraising Revenue	0
5401	Group Tax Exemption Program Fees	1,500
5601	Interest	1,500
	Membership	
5701	Membership Banners	100
5702	Membership Cards	0
5703	Member Award of Distinction	200
	Miscellaneous Income	
5801	Bad check fees reimbursements	0
5803	3 Year Calendars	1,000
5804	Program Speakers Refund	0
5805	NGC/PR Refund	0
5806	Penny Pines	0
5807	CGCI Hosted Meetings	0
5808	CGCI Hosted NGC/PR Conventions	0
6001	Scholarship - transfer from Scholarship Fund	4,000
6101	State Pins & Miscellaneous Sales	1,000
6301	Yearbook Sales	1,000
	Total Revenue	66,650
	Expenses	
	Administration	
101	Auditor	5,000
102	External Treasurer	3,600
201	Directors & Officers Insurance	2,500
301	Dues-NGC \$1 per capita for APS & Clubs	17,500
302	Dues-NGC Youth	10
303	Dues-Pacific Region	360
401	Crime Insurance Package	1,200
402	Quickbooks 3 users	0
402A	Quickbooks support	500
403	Expense-Administration	0
501	Attorney General	50
502	Franchise Tax Board	10
503	CA Dept of Tax & Fee Admin.	400
504	Secretary of State Form SI-100 even yrs	20
505	CA Trademark/logo fee Due 8/15/22	30

506	State Raffle Permit	20
701	Office Supplies	500
705	PO Box Annual Fee	200
801	RingCentral 888# \$36.96 @ month x 12	450
Line Code	Description	Budget
802	CGCI Virtual Meetings	350
901	Website	2,440
1001	Yearbook Printing	5,000
	Total Administration	40,140
	Chairman Expenses	
1501	Amenities & Protocol	50
1502	Arbor Day	50
1503	Arboreta/Botanic Gardens of CA	50
1504	Associate Plant Societies	50
1505	Awards Finance	50
1506	Backyard Habitat	50
1507	Blue Star Memorials - Co-Chair 1	50
1508	Blue Star Memorials - Co-Chair 2	50
1509	Budget & Finance (copies)	50
1510	Business Commendations & Discounts	50
1511	Bylaws & Policy (copies)	50
1512	Civic/Community Beautification	50
1513	California Native Plants	0
1514	Natural Resources	0
1515	Educational Schools Finance	50
1516	Environmental Schools	50
1517	Floral Design Education	0
1518	DD Mailbox Chairman	0
1519	Flower Show Awards	50
1520	Flower Show Judges Credentials	50
1521	Flower Show Schedules	50
1522	Flower Show Schools Team Chair	50
1523	Flower Show Symposium	50
1524	Anza Borrego Desert State Park	50
1525	Gardening Schools	50
1526	Garden Therapy	50
1527	GGNPC Mission Blue Project Phase II	0
1528	Memorial Gardens	0
1529	Veggies/Herbs/Spices/Edible Flowers	50
1530	Home Grown	50
1531	Honor Book	50
1532	Horticulture	50
1533	New Cultivars	50
1534	Landscape Design Schools	50
1536	Master Gardener Liaison	0
1537	National Garden Week	0
1538	Shrubs/Trees	0
1539	Penny Pines	50
1540	Roses	50
1541	Program & Speaker Registry	0
1542	Memorial Garden for the Fallen	0
1543	Reforestation and Restoration	0
1544	Scholarships - Chair 1	50
1545	Scholarships - Chair 2	0

1546	Publicity	50
1547	Sempervirens Fund	50
1548	California State Parks	50
Line Code	Description	Budget
1549	Member Award of Distinction	50
1550	Strategic Planning	50
1551	Invasive Plants	0
1552	Vermiculture / Vermicomposting	50
1553	Website	50
1554	Operation Wildflower	0
1555	Wildlife (incl. bees/butterflies/insects)	50
1556	Birds	0
1557	Certificates (long-term service)	50
1558	Board of Trustees incl. Endowments	50
1559	Legislation/Government	50
1560	Pacific Region Director's Project	0
1561	Golden Legacy Society	50
1562	PO Box Chairman	50
1563	Water Conservation	0
1564	Rare Plant Treasure Hunt	0
1565	Reuse, Recycle, Repurpose	50
1566	Stagecoach Hill Azalea Reserve	0
1567	Donation Administrator	50
1568	No. Am. Butterfly Assoc. (NABA)	0
1569	Stamps	50
1570	Leadership Chairman	0
1571	Photo Roster	0
1572	Outreach (Resource & Community)	0
1573	San Francisco Flower & Garden Show	0
1574	Environmental Art	50
1575	Workshop/Events	0
1576	Rose Parade	0
1577	Endowment Fund Promotions	50
1578	Climate Awareness	50
1579	Garden Center Liaison	50
1560	Social Media	50
	Total Chairman Expenses	2,600
	Chairman Expenses with Special Funding	
1535	Life Membership	100
1601A	Awards	850
1601B	Awards mailing/postage	150
1602	Chairmen Coordinator	100
1603	District Director Coordinator	100
1604	Group Tax Exemption Program Chairman	200
1605	Membership-Including Dues Bills, Admin, Certs, & APS	500
1606	Smokey Bear Poster Contest	150
1607	State Pins & Misc. Sales (50% of sales)	900
1608	Yearbook Chairman - including distribution/ mailing	1,500
1609	Youth Activities- Awards, Admin, Essay, Hort. & Liaisons	250
1610	Procedure Committee	150
	Total Chairman with Special Funding	4,950
	District Director Expenses	
1701	Arboretum	100

1702	Bay Bridges	100
1703	Bay Ocean	100
Line Code	Description	Budget
1704	Buttes	100
1705	Cascade	100
1706	Channel Islands	100
1707	Costa Verde	100
1708	Desert Empire	100
1709	Diablo Foothills	100
1710	Golden Foothills	100
1711	Greater Los Angeles	100
1712	Humboldt	100
1713	Luther Burbank	100
1714	Mendo-Lake	100
1715	Montana de Oro	100
1717	Orange County	100
1718	Palms to Pines	100
1719	Palomar	100
1720	Roadrunner	100
1721	Sacramento River Valley	100
1722	San Fernando Valley	100
1723	Santa Clara Valley	100
1724	Sequoia Foothills	100
1725	Top O' the State	100
1726	Valley Lode	100
1727	Yosemite Gateway	100
	Total District Director Expenses	2,600
	Membership	
1801	Membership Banners	50
1802	Membership Cards (printing)	300
1803	Membership - bookmarks, brochures	1,500
1804	Misc. Dues Refunds	0
1805	Organization Locator Service	300
	Total Membership Expenses	2,150
	Officers Expenses	
1901	1st Vice President (year before Pres.Elect)	100
1901A	2nd Vice President	100
1901B	3rd Vice President	100
1902	Corresponding Secretary	100
1903	Financial Secretary	150
1904	Parliamentarian	50
1905	President, CA Travel & Office	10,000
1906	President, NGC & Pacific Region	5,000
1907	Recording Secretary	100
1908	Treasurer	400
1909	Communications Director	100
	Total Officers Expenses	16,200
	Other Expenses	
2101	Golden Gardens eNews	50
2201	Educational Pamphlets	500
2601	Gift for NGC/PR	100
2701	Member Award of Distinction	0

2901	Program Speakers for Convention/Board Meetings	1,500
Line Code	Description	Budget
3001	Promotional Materials	1,000
3101	Scholarships- 2 @ \$2000	4,000
	Total Other Expenses	7,150
	Misc. Expenses	
4001	NGC/Pac Region related expenses incl visits	750
4002	Bank charges	0
4002A	PayPal Merchant Fees	50
4003	Memorial Donations	250
4004	San Francisco Flower & Garden Show	0
4005	CA State Flower & Garden Show	0
4006	#54 Yearbook Award	350
4007	3 Year Calendar printing	3,500
4011	Penny Pines donation	0
4012	Interest transfer to Scholarship	0
4014	Miscellaneous Board Authorized (A thru M)	0
4014N	Blue Star Memorial Renovation	0
4014O	Tree for Arbor Day	100
4014P	Sempervirens Big Basin Recovery Fund	0
4015	NGC Award sponsored CB-1 (formerly #20)	100
4016	CGCI Hosted Meetings	0
4017	CGCI Hosted NGC/PR Conventions	0
4101	Pacific Region Director from CGCI	0
	Total Misc. Expenses	5,100
	Total Expenses	80,890
	Revenue Less Expenses	-14,240