

California Garden Clubs, Inc.
Minutes of the Winter Board Meeting
January 31 – February 2, 2017
Gaia Hotel & Spa 4125 Riverside Place, Anderson, California
Host: Cascade District
President: Susan C. Bennett

President Sue Bennett called the meeting to order at 1:51 p.m. on Tuesday, January 31. (Business Meeting #1)

Without objection, Greg Pokorski was appointed Recording Secretary Pro-Tem.

Mendo-Lake District Director Gary Bodensteiner led the Pledge of Allegiance.

Yosemite Gateway District Director Mary Brooks gave the Inspiration.

President Sue Bennett introduced the Executive Committee and former CGCI Presidents Mary Lou Goodwin (1991-1993), Robert Gordon (2003-2005), Robin Pokorski (2007-2009), Julie West (2011-2013) and Rita Desilets (2013-2015).

President Sue Bennett recognized Circle of Poppies member Anne Capes.

President Sue Bennett acknowledged those serving on the 2015-2017 National Garden Clubs (NGC) Board of Directors. NGC Corresponding Secretary Robin Pokorski was recognized as serving as an NGC officer. Those serving on the 2015-2017 Pacific Region board of directors were recognized.

President Sue Bennett announced the pages for this meeting were Jill Cruz (mornings) and Lorraine Davis (afternoon).

Cascade District Director Kathy Bramhall welcomed us to Cascade District.

President Sue Bennett thanked Winter Board Co-Chairmen Kathy Bramhall and Carolyn Hoyum, the host committee and the volunteers for hosting the Winter Board Meeting.

Recording Secretary Pro-Tem Greg Pokorski called the roll.

Excused: Mary Arakelian, Lili Aram-Bost, Milly Benson, Brenda Bentley, Beverly Brune, Pat Claves, Joyce Dean, B.J. Doerfling, Janet Eyre, Terry Fairfield, Rebecca Ferguson, Myrtle Findley, Helen Gates, Ward Habriel, Eltha Hannum, Berni Hendrix, Joelle Holford, Rosalie Hooper, Marjorie Johnson, Gudrun Kimmel, Maryanne Lucas, Claudia Marsh, Gertrude Paul, Judy Powers, Dorothy Roton, Hoberley Schuler, Deedee Speer, George Speer, Beverly Switzer, Elisabeth Tufo, Gail Vanderhorst, Hank Vanderhorst and Carolyn Villi.

In the absence of their directors, Golden Foothills District was officially represented by Ann Wallace; Montana De Oro District was officially represented by Linda Hicks; and Palomar District was officially represented by Adele Kelly.

The Chair declared a quorum.

Parliamentarian Greg Pokorski reported that the Rules of Order for Board Meetings were accepted at the

Organizational Meeting on June 11, 2015 for this entire term. They are found on page 6-7 of the Winter Board Meeting Program and on page 30 of the new 2016-2017 *Yearbook, Manual & Roster*.

Winter Board Meeting Co-Chairman Carolyn Hoyum moved to adopt the Winter Board Meeting Program as updated. **Motion Passed.**

Registrar Robin Pokorski gave the registration report with a total registration of 116.

Parliamentarian Greg Pokorski moved to adopt the minutes of the Fall Board Meeting, September 8-9, 2016 in Loleta, as distributed by Jane McKee for Gail Vanderhorst on October 21, 2016. **Motion Passed.**

Without objection, the Chair appointed the following committee to approve the minutes of this meeting: Greg Pokorski, Chairman, Krystal Migliore and Lynne Batchelor.

Financial Reports

Interim Treasurer George Perko reported

Financial Report as of December 31, 2016

Net Worth

Total Cash in Checking/Savings Accounts	\$137,590.00
Total Other Assets	\$348,283.00
TOTAL ASSETS:	\$485,873.00
of which Restricted Funds are:	\$313,678.00
Cash Balance Available	\$172,195.00

See Balance Sheet and Income Statement Attachments following the minutes.

George Perko read and moved to accept the Independent Accountant’s Review Report dated January 26, 2017 by Carolyn A. Mayes, C.P.A. **Motion Passed.**

Officers’ Reports

Parliamentarian Greg Pokorski reported. See Attachment A.

Communications Director Jane McKee reported and moved to establish a PayPal account for charitable donations to our official projects, effective immediately. **Motion Passed** (27 yes, 15 no). See Attachment A.

Interim Financial Secretary Launa Gould reported. See Attachment A.

Corresponding Secretary Carolyn Hoyum reported and read a thank you from Boys Town Nebraska. See Attachment A.

Recording Secretary Pro-Tem Greg Pokorski reported that the deadline for reports to be emailed is Saturday, February 4, 2017.

3rd Vice-President Lynne Batchelor reported.

2nd Vice-President Rilla Crane reported:

Number paid as of January 27, 2017

Clubs - 268 paid – 18,797 members

APS - 55 paid – 3,842 members

Total Clubs and APS paid: 333

Total: Members 22,639

Affiliates: 10 paid (4 independent; 6 district)

Rilla Crane moved to ratify the following new club. **Motion Passed.**

New Club: Gilroy Beekeepers Association – Santa Clara Valley District, 50 members, President Dave Stocks

President-elect Krystal Migliore reported.

President Sue Bennett reported. See Attachment A.

The meeting was recessed at 3:22 p.m.

The meeting was reconvened at 3:37 p.m.

Committee Reports

Advisory Council Chairman Rita Desilets reported. See Attachment C.

Awards Co-Chairman Robert Gordon reported.

Awards Task Force Chairman Robert Gordon reported.

Boards of Trustees Chairman Julie West reported. See Attachment C.

CGCI Group Tax Exemption Program (GTEP) Chairman Krystal Migliore reported and moved to ratify Discovery Bay Garden Club, Diablo Foothills District to the GTEP program. **Motion Passed.**

Endowment Funds Promotions Chairman Bob Gordon reported.

Exploratory Organization Study Committee Chairman Shane Looper reported.

Internal Audit Committee Chairman Julie West reported and moved that the report in its entirety be attached to the minutes. **Motion Passed.** See Attachment C.

Life Memberships Chairman Carlotta Wixon reported and moved to ratify new Life Members. **Motion Passed.** See Attachment C.

Nominating Committee Secretary Carol Jauregui reported.

Scholarships Chairman Martha Smyser reported. See Attachment C.

Fall Board Meeting Chairman Mary Lou Goodwin reported.

Operation Wildflower Co-chairman Merrilee Ray and Janice Wagner reported on the Wildflower Conference March 27 – 29, 2017 in Kernville, California.

Board of Trustees members conducted a demonstration/test progressive auction

The meeting was recessed at 5:06 p.m.

The meeting was reconvened at 10:16 a.m. on Wednesday, February 1. (Business Meeting #2)

Bylaws & Policy Committee Chairman Krystal Migliore reported and moved on behalf of the committee that the following bylaws amendments be recommended to the voting membership at the 2017 convention in San Luis Obispo:

1) ARTICLE V (page 85)

Now Reads:

Sec. 6. The financial secretary shall: (a) issue authorization, using the warrant system, to the treasurer for all budgeted expenses, transfers of funds, and for payment of all bills authorized by the board of directors;

Amend by moving “using the warrant system” up to after “(a)” and before “issue authorization”, delete comma after “issue authorization”, deleting the word “budgeted”, and after “transfer of funds,” insert “payment of awards,” No change to remaining sections.

To read:

Sec. 6. The financial secretary shall: (a) using the warrant system, issue authorization to the treasurer for all expenses, transfers of funds, payment of awards, and for payment of all bills authorized by the board of directors;

Rationale:

Only the financial secretary authorizes issuing checks via the warrant system. The awards chairman needs to go through the financial secretary to follow procedures established between the financial secretary and treasurer as part of CGCI's checks and balances. No individual has authorization to go direct to the treasurer requesting checks be issued without first requesting payment through the financial secretary to issue a warrant to the treasurer authorizing the transaction.

MOTION PASSED.

2) ARTICLE V (page 85)

Now Reads:

Sec. 7. The treasurer shall: (a) receive all monies collected in the name of CGCI; (b) deposit all monies in the name of CGCI with a bank(s) authorized by the board of directors in designated general or specific accounts; (c) administer CGCI funds as authorized by the board of directors; (d) sign all checks; (e) upon receipt of authorization from the financial secretary, issue checks for payment of bills; (f) upon receipt of authorization from the awards chairman issue checks to award winners; (g) prepare financial statements for the board of directors’ meetings; and (h) monitor bank accounts to ensure they do not exceed the limit insured by the FDIC.

Amend by inserting text from e) “upon receipt of authorization from the financial secretary, issue checks for payment of bills” to beginning of existing “(d)” and before “sign all checks;” thus deleting “e”, and before “sign all checks;” insert “and to award winners; transfer funds;” and delete “f)” upon receipt of authorization from the awards chairman issue checks to award winners;”. Then renumber (g) and (h).

To read:

ARTICLE V

Sec. 7. The treasurer shall: (a) receive all monies collected in the name of CGCI; (b) deposit all monies in the name of CGCI with a bank(s) authorized by the board of directors in designated general or specific accounts; (c) administer CGCI funds as authorized by the board of directors; (d) upon receipt of authorization from the financial secretary, issue checks for payment of bills and to award winners; transfer funds; and

sign all checks; (e) prepare financial statements for the board of directors' meetings; and (f) monitor bank accounts to ensure they do not exceed the limit insured by the FDIC.

Rationale:

To conform with changes recommended for #1.

MOTION PASSED.

3) New Article XVI – CIRCLE OF POPPIES

To read:

The Circle of Poppies was established in 2005 to honor those who have given extraordinary length of service to CGCI. Membership requires recommendation by the Executive Committee and approval by the Board of Directors which may occur at any meeting.

Membership confers a permanent ex officio position on the Board of Directors which includes all privileges, voting, making motions and holding positions but without the obligation of attendance. A member of the Circle of Poppies is not counted in determining the number required for a quorum or whether a quorum is present at a meeting, unless they also hold another position on the Board of Directors.

Current articles XVI, XVII, XVIII, and XIX to be renumbered. (pages 91 and 92)

Rationale: To define Circle of Poppies in the bylaws and eliminate negative impact on quorum when Circle members do not attend meetings.

MOTION PASSED.

4) ARTICLE VII - BOARD OF DIRECTORS (page 87)

Contingent upon approval of New Article XVI – CIRCLE OF POPPIES.

Now reads:

Sec. 1. Composition of the board of directors shall be: (a) officers; (b) district directors; (c) members of the nominating committee; (d) members of the board of trustees; (e) members of the advisory council; (f) members of the bylaws committee; (g) members of the Circle of Poppies; (h) editor and members of the *Golden Gardens eNews* committee; and (i) all committee chairmen. All board members except members of the advisory council and the Circle of Poppies shall hold membership in a member garden club. One-third shall constitute a quorum. No member shall be entitled to more than one vote.

Amend by inserting “(ex officio)” after “(g) members of the Circle of Poppies” delete “(h) editor and members of the Golden Gardens eNews committee;” and renumber (i) to (h).

To read:

ARTICLE VII - BOARD OF DIRECTORS

Sec. 1. Composition of the board of directors shall be: (a) officers; (b) district directors; (c) members of the nominating committee; (d) members of the board of trustees; (e) members of the advisory council; (f) members of the bylaws committee; (g) members of the Circle of Poppies (ex officio); and (h) all committee chairmen. All board members except members of the advisory council and the Circle of

Poppies shall hold membership in a member garden club. One-third shall constitute a quorum. No member shall be entitled to more than one vote.

Rationale: Same as #3, and *Golden Gardens eNews* does not have a committee.

MOTION PASSED.

5) Article XII (pages 90-91)

Now Reads:

Sec. 10. Accounts of the financial secretary and treasurer shall be reviewed annually at close of fiscal year by a certified public accountant approved by the board of directors. This review report shall be presented for action at the fall board meeting. A special review may be ordered by executive committee in the event of a vacancy in a financial office.

Amend by replacing “A special review may” with “An internal audit or external review shall” in the last sentence.

To Read:

Sec. 10. Accounts of the financial secretary and treasurer shall be reviewed annually at close of fiscal year by a certified public accountant approved by the board of directors. This review report shall be presented for action at the fall board meeting. An internal audit or external review shall be ordered by the executive committee in the event of a vacancy in a financial office, that report to be presented for action at the next meeting of the board of directors.

Rationale:

Should a vacancy occur in the office of financial secretary or treasurer, the records shall be reviewed versus may (or may not). The executive committee shall choose to order either an internal audit or an external review. In making the decision the executive committee may consider the situation and the costs involved. This assures the new financial officer and the board of directors that the new officer may start at any point in the term, and be confident of the balances to that point.

MOTION PASSED AS AMENDED.

6) ARTICLE IV (page 84-85)

Now Reads:

- Sec. 3. All dues are payable on July 1 and delinquent on October 1. Dues shall be payable to CGCI and mailed to the membership chairman who shall transfer the funds promptly to the treasurer.
 - (a) Garden clubs and associate plant societies shall pay annual dues of two dollars seventy-five cents (\$2.75) per capita, which shall include dues to NGC.
 - (b) The per capita dues of any new club or associate plant society shall accompany application for membership. Clubs or associate plant societies shall forward dues periodically for additional members joining after July 1 to the membership chairman (c) Affiliates shall pay annual dues of fifty dollars (\$50.00) regardless of size.
 - (d) New clubs, associate plant societies and affiliates joining CGCI between January 1 and June 30 shall pay one half of the annual dues for the period up to June 30. They shall be ratified at the winter board meeting or the pre-convention meeting and shall be entitled to representation at the convention.

Amend by moving the first sentence “The per capita dues of any new club or associate plant society shall

accompany application for membership. “ from beginning of (b) and inserting at the beginning of (d) and before “New Clubs, associate plant societies”. No changes to remaining sections.

To Read:

- Sec. 3. All dues are payable on July 1 and delinquent on October 1. Dues shall be payable to CGCI and mailed to the membership chairman who shall transfer the funds promptly to the treasurer.
- (a) Garden clubs and associate plant societies shall pay annual dues of two dollars seventy-five cents (\$2.75) per capita, which shall include dues to NGC.
- (b) Clubs or associate plant societies shall forward dues periodically for additional members joining after July 1 to the membership chairman.
- (c) Affiliates shall pay annual dues of fifty dollars (\$50.00) regardless of size.
- (d) The per capita dues of any new club or associate plant society shall accompany application for membership. New clubs, associate plant societies and affiliates joining CGCI between January 1 and June 30 shall pay one half of the annual dues for the period up to June 30. They shall be ratified at the winter board meeting or the pre-convention meeting and shall be entitled to representation at the convention.

Rationale: Since the first sentence pertains to new clubs or associate plant societies, when referring to clubs and associate plant societies in the second sentence it may be assumed that this also pertains to only new clubs or associate plant societies. This may be why the number of clubs and associate plant societies paying for additional member dues has declined when we went to periodic dues.

MOTION PASSED.

Bylaws & Policy Committee Chairman Krystal Migliore moved, on behalf of the committee, the adoption of the following standing rule, effective immediately:

7) New SR 42

To Read:

FINANCE

42. All expenses incurred due to misuse of CGCI’s Federal EIN and/or Franchise Tax Board Entity ID number or any other tax ID number shall be charged to the offending organization.

Rationale:

Unauthorized use of ANY CGCI tax ID creates a possibility of further action being required.as well as expenses involved. GTEP Policy 8 can be interpreted to include just GTEP clubs. The most current club to use CGCI FTB Entity ID is not a member of GTEP.

MOTION PASSED (2/3 VOTE).

Bylaws & Policy Committee Chairman Krystal Migliore announced Policy changes approved by the Advisory Council and Executive Committee. See Attachment C.

2017 Convention Chairman Bob Gordon presented the invitation to the Convention to be hosted by Montana De Oro District in San Luis Obispo, California May 30 to June 3, 2017.

The meeting was recessed at 11:30 a.m.

The meeting was reconvened at 2:03 p.m. (Business Meeting #3)

President-elect Krystal Migliore moved to elect Charlotte Tucker and Krystal Migliore as delegates to the Pacific Region Convention in Seattle, Washington, April 18-20, 2017. **Motion Passed.**

President-elect Krystal Migliore moved to elect Krystal Migliore, Rilla Crane, George Unrine and Judy Unrine as delegates to the NGC Convention in Richmond, Virginia May 16-21, 2017. **Motion Passed.**

Board of Trustees members conducted a demonstration/test progressive auction.

Executive Committee Recommendations

Recording Secretary Pro-Tem Greg Pokorski presented and moved to ratify or adopt the following Executive Committee Recommendations:

Official Calendar

October 27 & 28, 2017, Multiple Refresher, Sponsor Long Beach Garden Club. **Motion Passed.**

Recommendations

1. To invite the NGC President and Pacific Region Director to visit CGCI in 2018. **Motion Passed.**

Humboldt District Director Chuck Goodwin moved to handle recommendations 2 – 13 as one vote. **Motion Defeated.**

2. To offer to host the 2019 Pacific Region Convention. **Motion Passed.**
3. To approve Sue Bennett as the 2019 Pacific Region Convention Chairman. **Motion Passed.**
4. To accept, with regret, the resignation of Youth Smokey Bear/Woodsy Owl Poster Contest Co-Chairman Vicki Smith. **Motion Passed.**
5. To approve grant of \$100 for a Blue Star By-Way marker for Merced Garden Club, Yosemite Gateway District. Funds to come from the Blue Star Memorial Restricted Fund. **Motion Passed.**
6. To ratify the appointment of the following Election Board (per Article VI, Sec. 1 (c) 3 on page 86 of the 2016-2017 *Yearbook, Manual & Roster*:
Chairman – Robin Pokorski, Teller #1 - Rita Desilets, Teller #2 – Alexis Slafer
Clerk - George Perko, Judge - Greg Pokorski. **Motion Passed.**
7. To amend the Stagecoach Hill Azalea Propagation Project Resolution adopted May 22, 2016. Under Resolved, the third bullet should now read "...that all donations received be forwarded to the Redwood Park Conservancy..." **Motion Passed.**
8. To amend the 2015-2017 President's Project Resolution adopted June 9, 2015. Under Resolved, the last item should now read "That any funds remaining in the CGCI Restricted Fund – "Encouraging Future Gardeners" as of June 30, 2017, shall be donated to the Scholarship Donation/Life Memberships Temporary Restricted Fund line code 31513" **Motion Passed.**
9. To approve the 2017 Convention registration fee be \$70 and early registration fee before April 22, 2017 be \$45. **Motion Passed.**
10. To approve the 2015-16 warrants not paid totaling \$354.27, identified by the internal audit. Monies to come from the General Fund, Misc. Expense line code 4014L "2015-2016 Internal Audit Payments". **Motion Passed.**
11. To approve \$599.95 reimbursement to President Sue Bennett for *Quick Books* technical support. Monies to come from the General Fund. **Motion Passed.**
12. To approve the additional expense of \$500 for CPA expenses incurred for the additional work involved for the change in accounting method. Monies to come from the General Fund, line code 101 Auditor. **Motion Passed.**
13. To accept the invitation of Valley Lode District to host the 2018 Convention. **Motion Passed.**

Timekeeper Jeanne Desilets reviewed the time protocol for reports.

District Director Coordinator Robin Pokorski introduced those Directors who reported. See Attachment B.

The meeting was recessed at 4:10 p.m.
The meeting was reconvened at 4:22 p.m.

President Sue Bennett read the report from President’s Project Chairman Maryanne Lucas.

Chairman Coordinator Bob Gordon introduced those Chairmen who reported. See Attachment C.

The meeting was recessed at 5:08 p.m.
The meeting was reconvened at 9:02 a.m. on Thursday, February 2. (Business Meeting #4)

Chairmen reports continued.

Leadership Chairman Robin Pokorski led an Open Discussion (regarding awards program, Wildflower Conference and district leadership challenges).

The meeting was adjourned at 10:43 a.m.

Greg Pokorski _____ Date _____
Recording Secretary Pro-Tem

Gail Vanderhorst _____ Date _____
CGCI Recording Secretary

Attachment A – 2017 Winter Board Meeting Reports Officers' Reports

Parliamentarian, Greg Pokorski

Since Fall Board Meeting, usual Parliamentarian duties have included reviewing minutes of the previous meeting, reviewing agendas for this meeting and participating in the work of the Bylaws & Policy Committee.

Districts should have the representation to which they are entitled. Our bylaws provide that if the Director cannot attend a state meeting, the assistant director or authorized alternate shall attend and shall have voting privileges. The President needs to know in advance who that representative is and that person should attend business meetings and Director's forums and take information back to the district.

Convention is coming up. All clubs are entitled to representation by their presidents and by additional delegates, depending on club size. A credentials form will go out with the Call to the meeting. Be sure your clubs complete the web form if they are sending representation to the convention. Encourage clubs to attend and participate in convention.

And another reminder – at convention we will elect a Nominating Committee for the 2017-2019 term. All districts are entitled to be represented in this important work that helps identify our future leaders and is significant for the future of our organization. Seven districts are represented on each Nominating Committee. Those districts who were represented this term are ineligible next term. So all but the current seven districts are eligible to provide a member of the next committee. Please identify candidates who are willing and able to do this work and who will attend all state meetings (it is necessary to have a quorum at each meeting in order to conduct business). Be prepared for the election of the Nominating Committee.

Communications Director, Jane McKee

Online giving has been steadily growing, up 9.2% from 2014 to 2015. There has also been a 13% increase in the number of gifts. This means not only is more money coming in, but more people are donating. Small organizations continued to see the largest growth in online giving. Total giving was expected to grow 4.1% in 2016 and is projected to increase 4.3% in 2017. 19% of all online donations come from mobile device users. 29% of all online giving occurs in December and 11% over the last 3 days of a year. Most popular causes (2016): 1. Human Services, 2. Education. California donors gave more than donors in any other state.

With this in mind, CGCI is in process of establishing a PayPal account to accept Credit/Debit cards or a personal PayPal account for charitable donations to the following official state projects: Anza-Borrego, Blue Star, Honor Book, President's Project, Project Mission Blue, Rare Plant Treasure Hunt, Reforestation/Restoration, Sempervirens Fund, Stagecoach Hill Azalea Restoration, CGCI Endowment & Scholarship Endowment, and Scholarships (direct donations). The following will NOT be included: Penny Pines (funds go to Forest Service), Life Memberships (difficult to distinguish between CGCI, PR or NGC), and the Member Award of Distinction. Donors would still have the option to use the existing "paper" form and donate via check for all projects.

There is no application, set-up or recurring monthly fee for a PayPal account. The per-transaction fee is 2.2% + \$0.20. Although the initial form will be on CGCI's website, once the preliminary information is completed (name, project, dollar amount) the donor will be redirected to the PayPal website for payment information. The CGCI website will never view, save or store the donor credit/debit card or personal PayPal account number or information.

All of the projects accepting online donations will be listed on one form for convenience and to encourage donations to more than one project. In future CGCI will consider online payment for board meeting and convention registrations.

Interim Financial Secretary, Launa Gould

This financial secretary has worked with the Treasurer to maintain a detailed record of all expense and revenue transactions. Attached are copies of the details.

Revenue: Checks received are sent to the PO Box to be deposited and recorded by the Treasurer. There is an online form or a manual form to fill out. One copy goes to the Treasurer, one to the Financial Secretary and the other copy is kept by the person collecting the funds.

Expenses The reimbursement of expenses require verifying expense receipts and checking them against the budget of that specific line code. Next a warrant is sent to the treasurer for payment.

Line Codes – help us to keep track of Revenue and Expenses. Check your line code.

Budgets – Budgets are established for guidelines and limits on expenses.

Example: District Directors have a \$100 budget – each with own line code

Chairmen- most have \$50 budget.

Expenses covered would include supplies like ink, paper, postage – not food for your committee meeting or transportation.

Financial Requirements – Special Projects (Restricted Funds) that depend on donations need to have funds in the account before paying expenses. Example: Mission Blue, Presidents Project

Timing of expenses reimbursements

Budget is Annual, from July 1 to June 30. FINAL DATE to submit for expense receipts is JUNE 15

How to submit for reimbursement

Fill out Request for Payment or Reimbursement and mail with your receipts to the Financial Secretary. There is a form online that is automatically sent to the Financial Secretary. Print form and mail or scan and send to Financial Secretary.

Corresponding Secretary, Carolyn Hoyum

Time again to ask myself...just what have I done as Corresponding Secretary? I am trying to learn to check my mail every two or three days. The Executive Board did an on line discussion and vote which made me aware I had to be more diligent about looking at my e mail. I have written four condolences which my heart aches with each one for those left behind as I have no clue what their beliefs were. I have sent out the call to those who have no e mail and also sent them letters for use with their taxes (501C3 info). And as all CGCI members should...I have read the E News monthly.

Calendar Chair

Not much activity. One multi refresher course was canceled.

Awards Revamping

As one of the committee to help clean up and organize the present award system I have gone over and made suggestions on Conservation Awards, Civic Beautification Awards, and Flower Show Awards. This committee will meet at the CGCI Winter Board

President, Sue Bennett

Last time your president shared with you “what I did on my summer vacation”; this time I will be sharing with you what’s it like to go back to school.

In September, your President was honored to represent California at the NGC Fall Board Meeting in Portland, Maine. This information was in the Golden Garden eNews, and I thought it important to tell it orally. If the NGC board members did not know that California isn’t afraid to speak up, they know it now. Your president, along with others, asked about the status of Regions. Thank you to those who answered the questions on the Pacific Region Survey which I mentioned at the Presidents’ and Region Directors’ Meetings – it became a great networking tool as a few of the other state presidents approached me

regarding what was done and the outcome. We were able to share ideas and realize we all have similar concerns. What an interesting way to get to know Presidents from other states, as well as NGC Chairmen!

Facts:

-Regions are not going away (whether you define them geographically or not).

-If they are not already a 501(c) (3), Regions are applying for the exemption. This includes Pacific Region.

-As of May 31, 2017, Region Meetings will have no financial ties to NGC.

What a beautiful drive through the Redwood Forests before and after a great board meeting in Loleta, CA. Myrtle Findley and your President left the Fall Board bright and early Saturday morning for the Mendocino Coast to attend some of the “Find the Magic! Rediscovering our Pygmy Forests” events that occurred during the weekend. The Fort Bragg Garden Club hosted a delicious luncheon at the Russian Gulch Recreation Hall which was opened to all members and the community – great to see so many faces, some I even knew. After lunch, various individuals spoke about the history of the area, types of plants, the artwork, etc. One speaker named Joshua Lowell – told the story of how he became interested in the Pygmy Forest, sent a message out asking if anyone had information on it and Ruth Sparks answered. From then on, I received messages from Ruth Sparks and Joshua Lowell, Fort Bragg Garden Club Pygmy Forest Committee (notice their title). It was a pleasure to meet everyone as well as all the speakers and members involved. No matter how much we advertised it in Golden Gardens, your president received messages stating they wish they knew about it as they would have attended??

We then attended the re-dedication of the Charlotte M. Hoak Pygmy Forest at Van Damme State Park. The original dedication took place in 1969 by CGCI. Due to unforeseen circumstances, Ruth Sparks could not be there; thus, as CGCI President, I was honored to do the re-dedication. We visited the Ford House Museum and Visitor Center Open House.

Sunday morning, our host, Kathy Holmes, President of Fort Bragg Garden Club, treated us to a wonderful morning at the Mendocino Coast Botanical Gardens. Thank you so much Kathy Holmes and Gina-Belle Smith (Former Mendo-Lake District Director) for the wonderful memories.

Your president was lucky to be interviewed by the Home & Garden Editor of the Sacramento Bee (see article) It was a great opportunity to advertise CGCI and of course the President’s Project. Saturday, we received about 10 orders.

We will have an open discussion at this meeting, you still have time to think of questions to submit to our facilitator, Robin Pokorski. I look forward to attending the “Leap into Leadership” workshop. I look forward to visiting the members of the Palomar District, attending the CGCI 2017 Wildflower Conference in Kernville, I know Merrilee Ray and Janice Wagner have been working hard to plan another great conference, and continue working on the 86th Convention in San Luis Obispo.

Visiting our CGCI clubs and districts continues to be a rewarding experience. Hearing about your financial contributions and personal dedication makes it even more of a pleasure to serve you! If you remember how my “summer vacation went” your president sure likes being back in school.

Thank You!

Attachment B – 2017 Winter Board Meeting Reports District Directors' Reports

Arboretum District, Emily Wisneski

The Arboretum District members, here in southern California, have welcomed the rain for our gardens. However, what has not been welcomed is the abundance of weeds sprouting. The District along with the Monrovia Garden Club have picked up the flowers and plant "spoils" from Trader Joe's. These have been distributed to the seniors at the YMCA and the Duarte Senior Center.

The Monrovia Garden Club sponsored a workshop on how to build a planter box. Kits were provided containing materials for building the boxes. One of the members provided guidance and assistance as well as all tools required to construct the planter box. A donation was asked for to cover the cost of materials.

Bay Bridges District, Bonnie Smith

The Bay Bridges District is in transition. There has been a change in personnel. Gerry Mellen, San Leandro Garden Club, has resigned the position as Bay Bridges District Treasurer. Diana Gray, El Cerrito Garden Club, is the Pro-tem District Treasurer. Joanna Pearlman has resigned her position as District Secretary. Marion Kent has resigned as Registrar. There are presently four positions open: District Director, Secretary, Treasurer, and Registrar. Having strong relevant educational programs attract new members because of advertisement in local newspapers, word of mouth, member business cards. All the clubs are active within and contributing to their communities.

District Director's goals: help clubs achieve goals, bring knowledge and resources of our NGC, CGCI, PR organizations to our district, bring our clubs together to share their unique "Beautiful Bay Area Living" experience.

Bay Ocean District, Nancy McDougal

In our highly urban area, we no longer have any town newspapers and few stores willing to post information on club activities to attract interest in membership, though special events have been announced through the local 'Next-door' communication network.

Our groups have concentrated on reaching out through holding garden tours and lecture/workshops for the public and on stationing club representatives to provide information at Farmers' Markets and plant sales. Bay Ocean clubs and plant societies have tried a variety of strategies to attract new members; though with all these varied approaches, directly recruiting friends has still proven the most reliable.

Buttes District, Carol Jauregui

Attracting new members can be done in many ways: Well designed, informative brochures handed out at all club events, plant sales, at the library and on bulletin boards will appeal to those who like to read and ponder what membership is all about. Garden tours and bus trips allow non-members to experience the fun we all enjoy. Flower Shows demonstrate the creativity members have making a beautiful show. Civic beautification projects will appeal to some. But the very best way to gain new members seems to be current member's inviting their friends, family and neighbors to a meeting.

Channel Islands District, Lisa Cosand

The Channel Islands District clubs have enjoyed learning and making friends. Las Floralias Club held a 2 day flower exhibition in November. Sogetsu San Fernando Valley Club celebrated New Years with arrangements of pine and bamboo, no plum blossoms were found. Westlake is celebrating their 48th anniversary with speaker Tom Carruth, curator of the 1500 rose varieties at the Huntington Library. Movie night with the Ventura Organic club is coming up showing "The Seed, the Untold Story" on April 27. Conejo Valley is preparing for a flower show in March. District lunch is with Ojai Garden Club this year.

Diablo Foothills District, Marlene Kinney

All clubs & Affiliates in DFD advertise/promote in the local newspapers, social media, family and friends, neighbors, as well as libraries and nurseries.

All events are posted on the District website as well as the CGCI website. Reaching out to our communities by taking care of community gardens, Blue Star Memorials, having garden tours, and partnering with schools to teach about plants, habitats, and gardening in varying degrees. Some clubs even participant in their local 4th of July parade and many have plant sales.

Humboldt District, Chuck Goodwin

Humboldt District Clubs continue their missions of education, beautification and public service. Many clubs carry out programs that not only educate and inform their members and community but, also, follow and support National Garden Clubs and California Garden Clubs, Inc. objectives.

The new District Director Jeanne Johnson is the current Assistant District Director. She participated in the 2016 Fall Board Meeting, in Loleta, introducing the Friday lunch and dinner speakers.

The newest CGCI board-ratified project, the Stagecoach Hill Azalea Preserve Propagation Project is also an adopted official Humboldt District project.

Luther Burbank District, David West

Well it's it looks like President Sue is at it again asking our report to "focus specifically on what our clubs are doing to attract membership".

Setting up booths to inform the public about your club at County Fairs, Home and Garden Shows, and Parades are very popular.

Community Gardens, Farmers markets, Hospital gardens and Senior centers are also used to sponsor free workshops to the public.

Plant sales are used by almost every club in the district but high quality programs at the club meetings is king.

Mendo-Lake District, Gary Bodensteiner

We have five active clubs that include Fort Bragg, Willits, Ukiah, Potter Valley, and Clear Lake. Fort Bragg Garden Club hosted the re-dedication of the Pygmy Forest, attended by CGCI President Sue Bennett.

In late September 2016, club presidents exchanged yearbooks and gave reports at our fall District Meeting, and members toured botanical gardens along the Fort Bragg coast.

The 2016 – 2017 District Yearbook was dedicated to Nona Carpenter, Ukiah Garden Club, and Jerry Shaul, Clear Lake. They shared their love and leadership as officers and directors.

The Willits Garden Club will host our winter 2017 District meeting.

Montana De Oro, Milly Benson

Multiflora club again seems to be the most active with many projects around Paso Robles. With all the rain I'm sure things will even get more interesting since the down sized plant sale due to drought. They also have attended all the Convention planning meetings and are on board, yeah! Best yet is yesterday at our District Meeting/Convention Planning meeting their retiring president Cathy Van Orman said she was willing to take on the Director's job. Yeah again. I'll mentor her for two years and then she'll take over. Cactus and Succulent Society continues to have huge monthly meetings with speakers and demonstrations, also they're super busy with their yearly sale, which is just days before the convention. They still are helping with the convention planning.

Los Osos Valley Garden Club is working on getting people participating and increasing membership. We will have our big plant sale in June this year which is where we make our scholarship money. We too are active in Convention planning, Blue Star memorial, and a fundraiser at our Local Little Theatre in May will help.

Floral Design is our smallest club and have taken on one of the convention's biggest jobs, the Flower Show. Linda Hicks has her work cut out for her Cayucos Garden Club has postponed their big themed table fund raiser since the vets hall they use is under badly needed repair. Their plant sale will replace it. Thankfully they are on board with convention planning.

Palomar District, George Speer

The District is happy to report that Flower Show School, Course III has been completed. We now have 8 student judges who will begin judging flower shows. Course IV is scheduled for March 13-15, 2017. The District is also pleased to report that we will be making and donating 50 succulent driftwood centerpieces to the Jackie Robinson Family YMCA in Southeast San Diego. This donation is for their 21st Annual Tribute and Gala to be held on April 15, 2017 where ten deserving college-bound students will receive scholarships. The centerpieces will be auctioned. A follow-up report will be given at Convention. Report given by Adele Kelly Asst. Director.

San Fernando Valley District, Rita Desilets

The Gardening Club of Santa Clarita, a club of 55 members, uses the Community Garden Plots to grow hundreds of pounds of vegetables that they donate to local food banks. You will be able to read the details of the project in their Awards submission at the 2017 Convention if our fall district program on "Awards" successfully motivated the club to submit an award application.

Southern California Garden Club with 110 members has a new youth project at the Mid-Valley YMCA in Van Nuys. The club has dedicated \$2500 for the Y to hire a professional landscaper to upgrade a garden area to be used by pre-school children. The contractor will clear the area and then install pavers around the raised beds. Gardening tools will be provided as needed.

The Winter District meeting covers suggestions for scheduling bus tours and the NGC Penny Pines Plantation Program. District is planning a trip on March 6 to the Learning Center at Vista del Lago overlooking Pyramid Lake just off I-5.

Sequoia Foothills District, Brenda Leal

We emphasize that Awards be a positive aspect for every Club. All Sequoia Foothills Clubs are doing award winning activities in their communities and need to be recognized. Not all Clubs make the time to submit, but as all other Districts, we encourage Clubs to take advantage of CGCI's umbrella of assets. Our District Executive Committee strives to make available, although challenging at times. We continue to showcase benefits and tools that are available for each Club and the need to share problems as well as achieved goals and ideas in our District. I communicate with the Clubs through an **Update Letter** with the things that each club needs to know, such as Dues, Deadlines, current projects and events happening in our State and District. I especially encourage members to take advantage of special events happening in our Sister Clubs! Support and fellowship encourages and reinforces our love of Garden Club in our lives.

All clubs in Sequoia Foothills District have a unique personality and continue to move forward with ambitious volunteer efforts and exploring the wonderful gifts of Garden Club. Proceeds from the Tours help fund scholarships and new projects to help growth of the Clubs, Youth Gardening, and uplifting Speakers, local and distant trips to experience our love of nature. Garden Club makes our lives busy, but full of adventure and pleasure!

Yosemite Gateway District, Mary Brooks

Our membership is down by two clubs over the last two years. Both the Butterfly Club and Catheys Valley Garden Clubs have been struggling. Our current membership of the remaining three clubs (Merced, Atwater and LeGrand averages 120 members.

The reinstallation of the Blue Star Marker in Merced was completed and now the Club is investigating the possibility of a Gold Star Marker. LeGrand Garden Club will be installing their Blue Star Marker soon.

The District is sponsoring a scholarship to UC Merced that will be funded by the District, Merced, Atwater and Le Grand Garden Clubs.

We are all very active and our next District meeting is March 14th to be hosted by Atwater. Two members will cook the lunch.

**Attachment C – 2017 Winter Board Meeting Reports
Committee Reports and Chairmen Reports**

Advisory Council, Rita Desilets

The Advisory Council reviewed several policy items sent to us by the Bylaws and Policy Committee. Members in attendance were Bob Gordon, Robin Pokorski and Julie West.

The changes in Policy will be sent to the Executive Committee for final review and approval before being forwarded to the Yearbook, Manual and Roster Chairman.

Following the Policy review a lengthy discussion ensued about sharing the expertise of former Presidents with the Executive Committee, District Directors and Chairmen, possibly at the 2017 Convention. Topics were chosen by those present.

Blue Star Memorial Markers, George Unrine

Effective 01 Jan 2017, CA Hwy 282 from Coronado to Naval Air Station North Island is a designated Blue Star Memorial Highway. Merced GC purchased and installed in Merced a byway marker - dedication planned for a future date. A \$100 grant from the Blue Star Memorials Restricted Fund was approved by the BoD at this meeting. Donations to the Blue Star Memorials Restricted Fund were received from Linden Community GC and Pinole GC. Garden clubs may sponsor Gold Star Memorials just as they sponsor Blue Star Memorials and well as supporting Gold Star Family Groups in doing the same.

Board of Trustees, Julie West

Restricted Fund Guidelines are being reviewed and updated to present at the pre-convention board meeting for approval. Budget & Finance will receive a recommendation from BOT to award three scholarships in the 2017-2018 budget: two for \$2,000 each and one \$1,500. This will close the Scholarship from GG transfer fund with the balance of \$16.02 to be transferred from Scholarship Donations/Life Members. Trial of progressive auction planned for endowment dinner at convention will randomly occur during business meetings at this WBM.

Bylaws & Policy Committee, Krystal Migliore

Amendments to POLICY approved by Executive Committee and Advisory Council and announced on February 1, 2017. Amendments to Policies will take effect immediately.

CUSTOM AND PRACTICE

CGCI GROUP TAX EXEMPTION PROGRAM (amended, would appear on page 98)

8. All expenses incurred due to misuse of CGCI's Federal EIN and/or Franchise Tax Board Entity ID number or any other tax identification number shall be charged to the offending organization.

HONOR BOOK (page 102)

1. Contributions to the Honor Book shall be used for any of the objectives of CGCI, upon approval of the Board of Directors.
2. The Honor Book shall be on display at Convention.
3. The Chairman shall make a cash receipt report in triplicate; keep one copy for the files, send one copy to the Financial Secretary and send one copy and check(s) to the Treasurer for deposit.

MEETINGS (pages 103-104)

(See FINANCES for Financial Procedure for Sponsoring CGCI Functions and Grants and Loans)

The President is responsible for the agendas and plans the programs with the host chairman for Board Meetings and Conventions.

ANNUAL MEETINGS - CONVENTIONS

1. Voting status of the attendee will be indicated by issuance of a voting card or indication of the delegate’s status on attendee’s identification badge

NGC AND PACIFIC REGION CONVENTIONS

1. CGCI shall be represented at NGC and Pacific Region Conventions as prescribed in the NGC and Pacific Region bylaws.
2. The suggested order for the selection of delegates to NGC and Pacific Region conventions shall be as follows: (a) former CGCI presidents in order of seniority of days of service; (b) CGCI officers; (c) district directors; (d) former NGC officers and chairmen; (e) former Pacific Region officers and chairmen; (f) CGCI chairmen; and (g) members.

MEMBERSHIP CHAIRMAN (page 104)

1. The Membership Chairman shall keep current a complete file of all classes of adult membership and shall issue individual membership cards to clubs upon payment of annual dues and any dues for additional members. Associate plant societies shall be sent membership cards if requested.
2. All inquiries pertaining to membership shall be referred to the Membership Chairman.

CGCI Bylaws & Policy Committee--WB 2017

Standing Rule adopted by Board of Directors. The adopted SR will take effect immediately.

New SR 42

FINANCE

42. All expenses incurred due to misuse of CGCI’s Federal EIN and/or Franchise Tax Board Entity ID number or any other tax ID number shall be charged to the offending organization.

California Native Plants, Berni Hendrix

The mission of this Chairmanship is to promote, support and encourage the appropriate use of California Native plants in both private and public gardens. Education is the key to accomplishing this mission. Education includes both the knowledge of native plants, and the knowledge of those resources that will provide information on propagation, landscape and garden uses of native plants, as well as acquisition. Area specific native plants and their use in the garden is not readily available at local plant nurseries. Additionally, it can be difficult to locate a plant nursery featuring quality native plants. A resource for information on not only native plants, but where to acquire them and how to plant and maintain them, in addition to local support, is available through the California Native Plant Society at www.cnps.org Native plants have evolved to thrive within the local climate, to thrive in local soil types, and to sustain themselves around local animals.

Incorporating native plants into your own gardens offer many benefits:

- Save Water – once established, many natives need no additional water.
- Low Maintenance – native plants use little to no fertilizer, and require less pruning, therefore using less of your time to maintain the garden.
- Pesticide Freedom – native plants have developed their own defenses against most pests and diseases. Since most pesticides kill indiscriminately, beneficial insects become secondary targets. By reducing or eliminating pesticide use, this will allow for natural pest control to take over and keeps garden toxins out of our wells, creeks, and watersheds.

- Wildlife Viewing – native plants, birds, butterflies, beneficial insects, and interesting critters are “made for each other.” Research shows that native wildlife prefer native plants.
- Support Local Ecology – as modern urbanization replaces natural habitats, it is from planting gardens, parks and roadsides with California native plants that a “bridge” is created to nearby remaining wildlands, thus preserving the unique plants native to California.

FAVORITE CALIFORNIA NATIVE PLANT *“Desert Willow or Desert Catalpa”*

A tree that grows 15-30 feet tall by 10-20 feet wide. At first it can grow 3 feet per year, then slows, eventually developing shaggy bark and twisting trunks, with narrow, willowy leaves. In the spring through fall, fragrant, trumpet-shaped blooms with crimped lobes appear, similar to both catalpa and small cattleya orchids. Flower color varies among seedlings – may be reddish purple, lavender, rose, pink or white, often marked with purple and gold. This native tree will drop leaves early, but holds a heavy messy-looking crop of seedpods through the winter. To enhance a picturesque tree shape, it requires light thinning/pruning, once mature. A notable variety is “Art’s Seedless” with sterile flowers that produce **no** seedpods. It may not thrive in the high mountain areas.

Available at:

California Landscape Supply, 4107 Morgan Rd, Ceres, CA 95307, 209-542-3372.

Contact: Pam Speed (10% discount to CGCI members)

Elderberry Farms, 2140 Chase Dr., Rancho Cordova, CA 95670, 916-812-2876.

Contact: Christine Lewis

Garden Therapy, Martha Smyser

The chairman reported that 10 clubs submitted awards packages, the largest number ever. She thanked clubs for the work they do and encouraged others to begin a garden therapy program.

Gardening Study Schools, Greg Pokorski

Consultants were given refresher reminders and advised of impending lapses. We lost six, but four requested extensions. Series 25, sponsored by Colfax GC, was completed with four new Consultants. I would like to be talking to a club or district about sponsoring the next school. This can be a great project/team activity. The only 2017 refresher scheduled is the Long Beach Tri-Refresher – postponed to October. Recognize and celebrate Consultants. Involve them in programs and educational activities. There is a National Consultants Day during National Garden Week this year for all Consultants. See articles in *The National Gardener* and *Keeping in Touch*.

Internal Audit Committee, Julie West



CALIFORNIA GARDEN CLUBS, Inc.

Julie A. West, Chairman
 CGCI Internal Audit Committee
 P.O. Box 75
 Graton, CA 95444-0075
 707-829-9342

2017 CGCI Winter Board Meeting

MEMO TO: CGCI Board of Directors

RE: 2015-2016 CGCI Internal Audit Report

Dear Members of the CGCI Board of Directors:

The committee members reviewed all bank deposits and checks issued against the QuickBooks General Ledger and Bank of America monthly statements including warrants issued. The only fraud that occurred was the wire transfer June 20, 2016 in the amount of \$12,890 of which \$11,890 was paid by CNA Insurance Company. The overall inexperience of CGCI chairmen and officers of general accounting practices as well as knowledge of CGCI Bylaws, Standing Rules and Policy are of concern as respects CGCI finances. Errors in excess of 10% of CGCI's annual budget (\$7,000 approximately) were discovered and corrected considered "material" (significant) in nature.

The following is a general summary of the results of the Internal Audit Committee for the 2015-2016 fiscal year:

- Several chairmen including members of the EC are not handling deposits and Requests for Reimbursements on a timely basis within 30 days. Checks should not be held for 5-6 months and expenses should be submitted when incurred, not all at once in May and June.
- Use clean paper when remitting cash receipts and/or Requests for Payment or Reimbursement. These items become part of CGCI's permanent financial records. Recycling backsides of other printed papers is inappropriate.
- Copies of original receipts are required for reimbursement. Invoices created by individuals or an individually owned business are unacceptable.
- Inappropriate use of budgeted and restricted funds was discovered. Be aware of Standing Rule #107 on page 96 of current CGCI *Yearbook, Manual & Roster* as it will be enforced by current financial officers with no exceptions.
- See Article XII Finances Sec. 5 (c) on page 90 regarding exceeding budgeted expenses. Board of Directors approval should be obtained **BEFORE** spending extra money in excess of \$25. budgeted. Chairmen may find themselves paying any excess personally. In addition, no committee including the Executive Committee and no chairman including officers have the authority in CGCI's bylaws to approved unbudgeted expenses. Board action **MUST** be obtained. Not all chairmen have a budget and new chairmen added mid-year do not have a budget usually until the next fiscal year.
- Members of Budget & Finance Committee are responsible to review and confirm spreadsheets balance with QuickBooks reports when they meet at CGCI board meetings and convention.
- This committee has spent more than 230 hours and 25+ hours travel time to/from seven meetings (CPA quoted \$250 @ hour) – saving CGCI the expense of the CPA doing an external audit. This figure does not include numerous emails and phone calls. Internal Audit Committee members have performed due diligence to the best of their ability.
- As a member of CGCI's Board of Directors, it is our duty to protect the financial assets of CGCI by using budgeted funds as intended and spend CGCI's money wisely. **ALL MEMBERS** of CGCI Board of Directors have a fiscal responsibility to avoid reoccurrence of this situation. We suggest that you become familiar with the financial reports attached to the Minutes of each CGCI meeting and ask questions about what you don't understand.
- CGCI's CPA, Carolyn Mayes, stated that **CGCI's procedures do work when followed.**

- It is recommended that money in excess of \$25,000 in general checking account be kept in Maximizer account that earns interest until it is needed. This has been discussed in previous Budget & Finance meetings as well as in the Executive Committee.
- It is the recommendation of this committee that the last sentence in Article XII Finances Sec. 10 be amended to read as follows:
An internal audit or external review SHALL be ordered by the Executive Committee in the event of a vacancy in a financial office.

Thank you in advance for your assistance and due diligence needed in these matters.

Sincerely,



Julie A. West
Internal Audit Committee Chairman

I move that this report in its entirety be attached to the Minutes of the 2017 Winter Board Meeting.

Landscape Design Schools/Alexis Slafer

This Chair is pleased to report that the Multi-refresher sponsored by the Long Beach Garden Club, Costa Verde District, is being postponed. It will now be held on October 27-28, 2017. Please check with this Chair regarding questions concerning your credentials. Our Landscape Design Consultants are great resources that can participate in your local clubs or districts as speakers. Please don't forget them! This Chair is available and eager to assist clubs and districts with sponsoring a new Landscape Design School.

Legislative/Government, Ward Habriel

California continues to propose and adopt new laws that are not particularly friendly to gardeners. This chair has been following water issues for many years and finds future hope in the approval of the Sites reservoir; but disappointment that the Governor's conservation proposal for 2017 is 55GPCD. (That's 55 gallons per person per day). Although there are many other issues coming from Sacramento, the continued and tighter restrictions of water use has the most significant effect on gardeners and the agricultural community.

As this Chair continues research of what the legislature and Governor think is best for us, he will submit additional reports to you.

Life Memberships. Carlotta Wixon

Twelve (12) people have become CGCI Life Members and one (1) new National Life Member. This chairman is hopeful that the display at conventions and informational material helped spark some interest. I will continue to give each director information to present to the clubs in their district.

Information and applications can be obtained from the CGCI website or from this chairman. I can accept your application and check at this board meeting.

Please contact this chairman if you have any concerns or questions I can help you with.

CGCI Members to be ratified:

Wenger, Maxine

Wenger, Walt

Thompson, Ina

Caprioglio, Anne

National Member to be ratified:

Migliore, Krystal

Skaggs, Helga
Owens, Evelyn
Sewell, Devlyn
Goucher, Janice
Solorio, Gail
Tanner, Christine
Relph, Connie
Goldberg, Bonnie

Membership Administrative Assistant, Rita Desilets

The Membership Administrative Assistant collects dues from existing clubs, APSs and Affiliates. To save time and mailing costs as clubs report additional members, five extra cards were included with the initial set.

Dues checks are listed on an Excel-spreadsheet and are sent to the Treasurer in numbered Batches. The same list is also sent to the Financial Secretary. Dues are recorded on SalesForce. The check and envelope are copied on the back of the dues form sent with the clubs payment and are put a binder for easy reference when questions arise.

Additional membership cards are mailed to clubs gaining more than five members.

North American Butterfly Association (NABA) Liaison, Julie West

The \$5 discount for individual butterfly garden certification for CGCI members is now in place on NABA's website. The \$15 fee is reduced to \$10 when you use "CGCI" as the promo code on the payment page.

Go to www.naba.org

Click on "Certify Your Butterfly Garden"

Complete the form and use PromoCode - CGCI

Individual certification will be \$10 instead of \$15

Take advantage of this opportunity to certify your butterfly garden before it expires May 31, 2017.

Post Office Box, Julie West

Please make sure anything mailed to CGCI's post office box is addressed to CGCI or California Garden Clubs, Inc. Otherwise, you risk the item being returned as undeliverable because the post office questions it.

Reuse, Recycle & Repurpose, Chuck Goodwin

The Chairman introduced Judy Unrine, a member of the Costa Verde District, which hosted the wonderful 2016 Winter Board meeting, in San Pedro. She is Chairman of the South Coast Floral Designers and the CGCI Chairman of Reforestation and Restoration. Judy demonstrated a recycling project that can be done at home, using cardboard tissue boxes, to create an attractive picture frame. And the best news about recycling—recycling is **easy**, it can help to **reduce pollution**, and **it's the right thing to do!**

Scholarships, Martha Smyser

The Scholarships Committee met at Winter Board and awarded two \$2,000 scholarships to outstanding students. Gage Willey is a sophomore at Cal Poly San Luis Obispo studying Agricultural and Environmental Plant Science. The second scholarship was awarded to Jennifer Yuzon, a Doctoral Candidate at UC Davis who is studying Plant Pathology. The Board voted to budget the balance of an old account to scholarships for 2018. General members made up the shortfall and next year CGCI will be able to donate two \$2,000 scholarships and one \$1,500 scholarship. Two students were nominated for NGC scholarships. Details to follow.

Stagecoach Hill Azalea Reserve, Mary Lou Goodwin

The Stagecoach Hill Azalea Propagation Project is going very slowly, but interest in the reserve is increasing. California State Parks usually spends 2 days each year in maintenance. This fall they brought in Cal Fire Inmates from the Alder Conservation Camp who spend 676 person hours along with park staff who spent 89 hours supervising. The 40 acres has been cleared of invasive plants including ferns, pampas grass, berry vines, and alder trees. Each azalea shrub now has a 5 foot clearance around it to make it easier to enjoy and the trails are 8 feet wide. Yeah! Yeah! The American Rhododendron Society will be holding their National Convention in Eureka in April. Bus tours to see the azaleas will be offered and California State Parks is creating and printing a brochure about the Western Azalea (*Rhododendron Occidentale*) and the local native plants. Plant markers will be installed by Eureka Sequoia Garden Club for the tours. The next propagation project will be at the end of May, 2017. Your donations will support this event. Donations now include a free Cook Book from Myrtle Findley. We thank you for your generous donations.

California Garden Clubs, Inc
Balance Sheet
As of December 31, 2016

01/17/17

Cash Basis

	Dec 31, 16
ASSETS	
Current Assets	
Checking/Savings	
10100 · Cash in Checking Accounts	
10102a BofA CGCI Checking1028	29,819.07
10101 · BofA Business MMA 8324 .03%	94,710.52
10102 · BofA CGCI Checking 2962	908.70
10105 · Symposium BofA Checking 8298	7,372.14
10106 · Events BofA Checking 7947	4,780.00
Total 10100 · Cash in Checking Accounts	137,590.43
Total Checking/Savings	137,590.43
Total Current Assets	137,590.43
Other Assets	
18500 · US Bank CD7664 3/8/19 1.49%	100,193.86
18600 · US Bank CD3594 1/24/17 0.50%	94,966.42
19000 · CGCI Endowment	
19110 · Vanguard Endowment-CGCI	47,900.00
19150 · Allowance for Change FMV Vgd	7,755.52
Total 19000 · CGCI Endowment	55,655.52
19500 · Scholarship Endowment	
19610 · Vanguard Endowment-Scholarship	83,173.01
19650 · Allowance for Change FMV Vngd	14,293.69
Total 19500 · Scholarship Endowment	97,466.70
Total Other Assets	348,282.50
TOTAL ASSETS	485,872.93
LIABILITIES & EQUITY	
Equity	
30500 · Unrestricted Net Assets	
30700 · General Activities	
30701 · Available General Activities	103,944.73
Total 30700 · General Activities	103,944.73
31000 · Board Designated Net Assets	
31001 · Blue Star Memorial	3,923.43
31002 · Educational Schools	13,099.66
31007 · Honor Book	7,715.80
31009 · Liability Insurance	62,744.26
31010 · Reforestation Fund	10,034.09

11:18 AM

01/17/17

Cash Basis

California Garden Clubs, Inc
Balance Sheet
As of December 31, 2016

	<u>Dec 31, 16</u>
31011 · Symposium	
31011-1 · Symposium Reserve	14,270.62
31011-2 · Symposium Checking	7,372.14
Total 31011 · Symposium	<u>21,642.76</u>
31012 · Wildflower Conference	
31012-1 · Wildflower Conf Reserve	11,930.68
31012-2 · Wildflower Conf Checking	780.00
Total 31012 · Wildflower Conference	<u>12,710.68</u>
31013 · Youth Fund	1,942.48
31015 · Scholarship frm GoldGrd Transfr	5,483.98
Total 31000 · Board Designated Net Assets	<u>139,297.14</u>
Total 30500 · Unrestricted Net Assets	243,241.87
31500 · Temp Restricted Net Assets	
31501 · Awards	8,450.17
31503 · E. Miller Memorial Fund	3,250.00
31504 · H. Minor Memorial Fund	3,213.65
31509 · Judges Council	1,149.47
31511 · Presidents Projects	
31511C · 2015-17 President's Project	2,118.21
Total 31511 · Presidents Projects	<u>2,118.21</u>
31512 · Project Mission Blue	2,849.53
31513 · Scholarship Donations Life Mbr	5,800.00
31514 · Endowment Marketing & Publicity	841.91
31516 · Anza-Borrego Desert Project	731.49
31517 · Scholarship Endowment Income	5,744.88
31518 · Sempervirens Fund	1,135.00
31519 · California Consultants Council	5,119.96
31521 · Rare Plant Treasure Hunt	705.00
31522 · Stagecoach Hill Azalea Project	1,699.00
Total 31500 · Temp Restricted Net Assets	<u>42,808.27</u>
31800 · Perm Restricted Net Assets	
31805 · Endowment - CGCI	47,900.00
31810 · Endowment -Scholarship	83,173.01
31811 · Endowment S/ship to Tnsf	500.00
Total 31800 · Perm Restricted Net Assets	<u>131,573.01</u>

11:18 AM

01/17/17

Cash Basis

California Garden Clubs, Inc

Balance Sheet

As of December 31, 2016

	Dec 31, 16
32000 · Retained Earnings	26,771.44
Net Income	41,478.34
Total Equity	485,872.93
TOTAL LIABILITIES & EQUITY	485,872.93

California Garden Clubs, Inc
Profit & Loss
 July through December 2016

	Jul - Dec 16
Ordinary Income/Expense	
Income	
5000 · Revenue	
5101 · Convention Profit	2,237.41
Total 5000 · Revenue	2,237.41
5200 · Dues	
5201 · Dues - Affiliates	400.00
5202 · Dues - APS	8,417.75
5203 · Dues - Clubs	45,075.00
Total 5200 · Dues	53,892.75
5401 · Group Exemption Fees	200.00
5601 · Interest	11.96
5700 · Membership	
5701 · Membership Banners	150.00
5703 · Member Award of Distinction	50.00
Total 5700 · Membership	200.00
5800 · Miscellaneous Income	
5803 · 3 Year Calendars	693.95
Total 5800 · Miscellaneous Income	693.95
6001 · Scholarship - Transfer Funds	4,000.00
6101 · State Pins and Misc. Sales	463.00
6301 · Yearbook Sales	861.00
Total Income	62,560.07
Gross Profit	62,560.07
Expense	
transfer	0.00
100 · Administration Expense	
1001 · Yearbook Printing	4,114.73
301 · Dues - NGC	21,481.00
302 · Dues - NGC Youth	10.00
303 · Dues - Pacific Region	360.00
401 · Crime Ins Package	
403 · Expenses-Administration	-11,824.74
Total 401 · Crime Ins Package	-11,824.74

5:17 PM

02/03/17

Cash Basis

California Garden Clubs, Inc
Profit & Loss
July through December 2016

	<u>Jul - Dec 16</u>
500 · Filing Fees & Taxes	
504 · Sec of State (5/31-even yrs)	20.00
Total 500 · Filing Fees & Taxes	20.00
801 · Vonage 888#	160.98
901 · Website	2,440.00
Total 100 · Administration Expense	16,761.97
1500 · Chairman Expenses	
1505 · Awards Finance	49.96
1562 · PO Box Chairman	74.80
1567 · Donation Administrator	74.50
Total 1500 · Chairman Expenses	199.26
1600 · Chairman with Special Funding	
1601 · Awards	
1601.A · Awards Expense	58.32
Total 1601 · Awards	58.32
1605 · Membership - 3rd VP	76.80
1606 · Smokey Bear Poster Contest	12.74
1607 · State Pins & Misc Sales (50%)	10.90
1608 · Yearbook (incl. distd & mail)	217.52
Total 1600 · Chairman with Special Funding	376.28
1700 · District Directors	
1702 · Bay Bridges	125.00
1703 · Bay Ocean	100.27
1710 · Golden Foothills	125.00
1712 · Humboldt	59.20
Total 1700 · District Directors	409.47
1800 · Membership Expense	
1801 · Membership Banners	111.52
1802 · Membership Cards (printing)	190.75
1805 · Zip Code Finder Services	99.95
Total 1800 · Membership Expense	402.22

California Garden Clubs, Inc
Profit & Loss
 July through December 2016

	Jul - Dec 16
1900 · Officers Expenses	
1905 · President-CA Tvl & Office	2,010.06
1906 · President-NGC & Pac Region	1,510.66
1907 · Recording Secretary	75.00
1908 · Treasurer	47.00
1920 · Incoming President's Honorium	200.00
1921 · Outgoing President's Pin	450.00
	4,292.72
Total 1900 · Officers Expenses	4,292.72
2000 · Other Expenses	
3101 · Scholarship (2 at \$2000)	4,000.00
	4,000.00
Total 2000 · Other Expenses	4,000.00
4000 · Miscellaneous Expenses	
4002 · Bank Charges	58.00
4003 · Memorial Donations	150.00
	208.00
Total 4000 · Miscellaneous Expenses	208.00
66900 · Reconciliation Discrepancies	0.00
	0.00
Total Expense	26,649.92
Net Ordinary Income	35,910.15
Other Income/Expense	
Other Income	
7000 · Investment Income	
7001 · Investment Inc-Endowment CGCI	707.71
7002 · Investment Inc-Endowment S/Ship	1,240.08
	1,947.79
Total 7000 · Investment Income	1,947.79
Total Other Income	1,947.79
Other Expense	
7500 · Investment Exp/(Gain)/Loss	
7501 · Investment(Gain)Loss-Endow CGCI	-1,506.04
7502 · Investment(Gain)Loss-Endow S/Sh	-2,114.36
	-3,620.40
Total 7500 · Investment Exp/(Gain)/Loss	-3,620.40
Total Other Expense	-3,620.40
Net Other Income	5,568.19
Net Income	41,478.34