



## **BOARD OF DIRECTORS MEETING MINUTES**

**September 27, 2024, 6:30 pm**

**September 28, 2004, 10:00am**

**Zoom Meeting**

#	Item
1.	<p>Meeting called to order at 6:33pm. Deb Welcomed Geoff as the new Vice Chair and Alison as the new Newsletter Editor and Liz as the Membership Coordinator. Thank you to Melissa for updating manuals this past year</p> <p><b>Regrets:</b> Lori Reid Alison Vassallo</p> <p><b>In attendance Friday PM:</b> Melissa Weir Sharon Bryson Susan Hazelwood Deb Bowes-Lyon Emily Loit Liz Hill Glynis Thomas Pamela MacLean Kathryn Davidson Kathy d'Entremont Geoff MacDondald Brenda Grasser</p> <p><b>Review Minutes of Board of Directors Meeting</b> – April 27<sup>th</sup>, 2024. Kathryn Davidson moved to accept the minutes as written, seconded by Kathy d'Entremont.</p>
2.	<p>Old Business</p> <ol style="list-style-type: none"> <li>a. <b>NSAGC Bookmark</b> (Melissa) – They have been depleted, should they be reordered? Will be discussed later in agenda under planning.</li> <li>b. <b>Convention 2024 D7</b> (Kathryn) – overall went well. 193 in attendance. Passed feedback to district 2 from feedback forms. Biggest point mentioned was the food service issues. Suggested to D2 committee to offer alternate space for people to socialize if they are not interested in speaker. Pamela requested Convention report for the Historian Document.</li> <li>c. <b>NSAGC Planning</b> (Deb?) – Deb gave background on the NSAGC Plan.</li> </ol> <p><b>#2.2 (Increase # of nurseries giving discounts. Contact orgs giving local discounts and ask to expand to NSAGC.)</b> – Reminder to directors to keep asking business for discounts. Susan requests that any information regarding new business offering a discount be sent to her to be added to the website. Kathryn</p>

reminds folks of using good etiquette when using the discount (not buying for neighbors)

**#3.5 Promotion of Provincial Gardening Week** – It was suggested that a small committee be formed to brainstorm options. Deb, Kathryn & Pamela volunteered

**#2.7 Develop NSAGC Hand out materials** – Deb asked for volunteers, no offers, so it was decided to revisit this in April with the possibility of this item being revamped or dropped.

**#3.5 Create survey for clubs** – Discussion if this planning item as relevant or possibly premature to tacking other issues. Deb asked directors to share information with the board regarding what the clubs need or want from the NSAGC. Pamela suggested that it has been some time since there was a historian report, maybe now that they are being completed again, they may satisfy some of the clubs requests for information.

d. **District Director Slide Show** – Deb asked if it had been used and if there was any feedback. Brenda used it at a meeting, felt it shared a lot of information about what goes on in the background, and opened communication to other topics. Brenda suggested directors use it as template to make it their own.

e. **Fundraising (Beatte/Brenda)** – Brenda and Beatte discussed a few suggestions like making a calendar and it did not seem like it would work out logistically. Discussed selling tickets on a weekend away (NS Destination). Could be very profitable. Well received idea. Deb asked the treasurer for input. Susan wondered about logistics, costs, printing of tickets etc. Deb requested Brenda and Beatte draft an outline of what this would look like (costs, workload) by the end of October. Susan suggested it needs to be properly budgeted to ensure there is no chance of any money being lost. Deb is firm that fundraising only be done when there is a purpose for the money. Susan would like to see the savings account be boosted back up to \$10,000. This could cover the money the plant giveaway uses yearly, as well as materials (documents, cards, future projects). Lots of suggestions to tie this into provincial gardening week along with being profitable. Brenda requested folks send her ideas.

3. New Business

a. **Convention 2025 D2** (Anne) Jenn Bethles (Pictou Club) is chair. Committee has been meeting regularly. Speakers are confirmed. Venue is St FX. Date: June 13<sup>th</sup>. Accommodations are on site. Theme “Growing for a better world”. Everything is in one location.

b. **Roles of the District Director** (Deb) – Deb wondered if there was feedback regarding the job, reports, club issues. Brenda talked about how her district shares the director’s report she creates for board meetings with the whole district at their district council meetings so the clubs can see what each other is doing. Discussion regarding the director’s role in the planning of a district rally. Deb referred directors to the handbook section regarding district meetings to share with clubs. Liz suggested a district council is a great way to share information from the board to the clubs.

**END OF FRIDAY MEETING 8:27pm**

**In attendance Saturday:**

Melissa Weir  
Beate Acker  
Liz Hill  
Sharon Bryson  
Deb Bowes-Lyon  
Susan Hazelwood  
Kathy d'Entremont  
Geoff MacDonald  
Kathryn Davidson  
Nancy MacCara  
Emily Loit  
Brenda Grasser  
Pamela MacLean  
Glynis Thomas  
Anne Gratton

**Regrets:**

Lori Reid  
Alison Vassallo

**Deb called the meeting to order at 10:03am.**

- c. **Invasive plant Facebook discussions** (Glynis) – Invasives have become a controversial topic on the NSAGC Fb page. Glynis thinks we should be educating gardeners in NS. Glynis would like to implement something saying we do not support or promote invasive species (discussion on page, for sale at plant sales). Specifically, the species that are highly likely to escape gardens and pose the biggest risks. Glynis would like to see information posted on the NSAGC website and FB page. Would like a guideline implemented on the Fb Page where if you post or promote invasives your post can be deleted without providing further reasoning. Glynis informs that the Invasive Species Council is eager to partner with the NSAGC. Deb cautions that we have always supported clubs, be mindful that could cause some ruffled feathers and an on going lists of things we are asked to support. Glynis will draft a new guideline for the Fb page regarding invasive species. Glynis will invite a representative from the Invasive Species Council to the April Meeting.

*Glynis makes a motion that the NSAGC will go forward with educating our members through our website and Facebook page on the invasive species in Nova Scotia.*

Motion Seconded by Kathryn Davidson.

Motion passed with all in favor.

- d. **Sharing Speakers / Topics** (Susan) – Susan had been asked by a club about a list of speakers and topic lists. Has been discussed in the past and a running list doesn't really work. Susan advised this information can be found in historian reports on website. Susan suggested an email or post on Fb page be created to advise clubs where they can see what presentations and topics other clubs are covering. Melissa will send email to directors, to distribute to clubs.

	<p>e. <b>Photo Contest award presentation / award chair overlap</b> – Part of the issue is that the winners are often not at the convention. Susan propose that the winners be acknowledged by the awards chair and prizes be sent in the mail. Melissa will adjust all Job Descriptions and procedures to reflect this for the next board manual update.</p> <p>f. <b>Newsletter Software</b> (Alison) – Alison will use a full version of Canva that is being paid for by her employer with permission to use it for the NSAGC.</p> <p>g. <b>Community Garden/Affiliate club</b> (Beate) – Wondered if the community garden group which contains members of the original garden club could be set up as its own affiliate club for insurance reasons. Susan informed that intact does not cover work parties in the policy anyway. Additional coverage would likely need to be purchased if the NSAGC decided to welcome Community Gardens as affiliates.</p> <p>h. <b>Presidents Handbook</b> (Melissa) – Brenda had feedback that the handbook was too long. Melissa asked that directors ask presidents to hand the handbook on to their predecessors and let them know that a lot of the answers to questions being asked are in the handbook.</p>
4.	<p>Reports Highlights (circulated prior to meeting)</p> <p>a. <b>Treasurer (Susan)</b> – No comments on report as it has been circulated. Glynis wonders about funds available. Susan informed \$17,000. A bit more than last year due to no in person meeting last two September and all plants selling. Deb wondered about a budget for software. Susan says 125\$ is budgeted under incidentals.  <i>Susan makes a motion to appoint Geoff MacDonald and Melissa Weir as Auditors for the 2024/2025 Audit. All were in favor.</i>  Geoff will draft procedures for audit process.</p> <p>b. <b>Web Content Manager (Susan)</b>- Report as circulated. Deb reminded that Susan will visit clubs to talk about the website.</p> <p>c. <b>Newsletter (Alison)</b> – Report as circulated</p> <p>d. <b>Facebook (Deb)</b>- Beatte wondered why posts cannot be shared from the Facebook page. Deb advised that this is because the group is private to its membership. 15,989 members as of today. Biggest issue ongoing is with Allan Banks and his want to advertise.</p> <p>e. <b>Plant Giveaway (Geoff)</b> – Choices for 2025 were narrowed down to 5 options as shared by Geoff in his report. It was decided extra plants would continue to be sold at 3\$. Geoff went over all 5 choices. Vote was taken and the majority was in of the Coreopsis Solanna Sunset Bright. Geoff will put order in right away to meet the Oct 1<sup>st</sup> deadline to get the 10% discount</p> <p>f. <b>Photo Contest (Sharon)</b>- There will be a couple of changes to rules and classes for the next photo contest. Changes will be put on the website and in the newsletter. New Judges will be appointed this year.</p> <p>g. <b>Historian (Pamela)</b>- Did not need to spend the money on software that had been approved in April. 2015-2019 Edition is ready for circulation. Deb wondered if there was criteria of the IN MEMORIAM section. Pamela offered to do talks at clubs</p>

	<p><b>h. Nominations (Kathy)</b> – Report as circulated. Full slate of officers, no vacancies.</p> <p><b>i. Awards (Kathy)</b> – Apologies for not having certificates signed by deb.</p> <p><b>j. Membership Coordinator (Liz)</b>- Renewals and forms have been sent in September to directors. Liz is hopeful that all renewals will be in before the February due date. In January Liz will send reminders in January to clubs that haven't renewed yet. Susan added that forms have been added to the website.</p> <p><b>k. District Directors</b></p> <ul style="list-style-type: none"> <li>• <b>D1 Glynis</b> – planning has started for 2026 convention.</li> <li>• <b>D2 Anne</b> – Membership numbers maintaining. Continuing to have problems filling exec positions. Planning the convention is bringing clubs together. Fall Rally is in Antigonish, Outstanding Members will be presented there.</li> <li>• <b>D3N Beate</b> – Some clubs struggling with membership numbers. Clubs are working on creating diversity in membership.</li> <li>• <b>D3S Brenda</b> – All clubs are active, Stewiack Garden Club had grand opening of community garden in July. Hants North Bloomers had 20-year anniversary.</li> <li>• <b>D4 Nancy</b> – 5 out of 7 clubs in the district have Facebook pages as well as websites. Bedford is looking for a President. Fall River is hosting a district meeting in October, around 75 registered. Nancy thinks HRM needs another garden club.</li> <li>• <b>D5 Lori</b> – Report as circulated.</li> <li>• <b>D6 Emily</b> – Club memberships are aging. Struggles in filling executive roles.</li> <li>• <b>D7 Kathryn</b> – Increasing membership all around. Dibgy Neck &amp; West Pubnico are struggling. Kathryn would like to build a district council and work on planning a rally.</li> </ul> <p>Motion made to accept all reports made by Kathryn, seconded by Glynis. All in favor motion passed.</p>
5.	Next Meeting – Saturday April 26 <sup>th</sup> 10:00am
6.	Adjournment – Anne made a motion to adjourn meeting at 1:03pm
7.	<p>Action Items</p> <ul style="list-style-type: none"> <li>• Kathryn – Share convention reports with Pamela for Historian documents.</li> <li>• Beatte/Brenda – Create a draft outline and budge of “weekend away” fundraising raffle</li> <li>• Glynis – Draft new guideline for the NSAGC Facebook page regarding discussion of invasive species</li> <li>• Glynis – Invite representative from Invasive Species Council to the April board meeting to discuss possible partnership</li> <li>• Melissa – Send email to district directors outlining where to look for speaker ideas</li> <li>• Melissa – adjust Photo Contest/Awards Chair job descriptions and procedures</li> <li>• Geoff – Draft procedure for financial audit</li> <li>• Deb, Kathryn, Pamela – Brainstorm promoting Provincial Gardening Week</li> </ul>

--	--