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Nova Scotia Association of Garden Clubs

Minutes of Special Board Meeting

Via Zoom

July 5, 2021

Present

Kathy d'Entremont, Chairperson
Deb Bowes-Lyon, Vice-Chairperson
Allison Magee, Treasurer
Pamela MacLean, Past Chairperson, Awards Chair
Bibiane Lessard, Director, District 1
Sharon Bryson, Director, District 2
Elizabeth Hill Director, District 3S
Kathy Harvey, Director, District 4
Sue Gilmour, Director, District 6
Lisa Doucette, Director, District 7
Susan Hazelwood, Website Manager
Emily Walker, Newsletter Editor
Dixie Cress, Historian
Lawrence Spencer, Committee Chair, Photo Contest
Geoff MacDonald, Committee Co-Chair, Plant Give-away

Regrets

Sandi Carroll, Director District 5
Jamie McLellan, Co-Chair, Plant Give-away

1) Welcome and Introductions **Kathy d'Entremont**

Kathy called the meeting to order and stated that the purpose of the meeting was to introduce new board members and provide information on recent happenings and future plans.
Everyone introduced themselves.

2) New Directions **Kathy d'Entremont**

Kathy stated that the business of the NSAGC will be the same but the way we conduct business will be changing. A three year strategic plan with is being drafted. The plan will have smart goals (Specific, Measurable, Attainable, Realistic and Time bound). There will be annual reporting and revision of the plan.

In order to meet the goals of the plan work will have to be conducted between Board meetings. Kathy encouraged everyone to consider how they will be able to help move the plan forward.

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3) Newsletter Special Edition

Emily Walker

Emily advised the board that in June she had issued a special edition of the Scotia Gardner. The purpose was to thank outgoing board member and introduce the new ones.

4) Strategic Plan

Deb Bowes-Lyon

A three year strategic plan is being drafted to provide a road map for the future. The participants were provided with an excerpt called the "Action Plan". The Action plan lists the strategies, items and timelines.

This document is a draft and the board was asked to review it and comment. The intent is to have a final draft completed by September 1st, 2021. The acceptance of the Strategic Plan will be on the agenda of the September Board meeting.

Lawrence suggested the strategies be numbered to make it easier to comment. He also asked if the document could be circulated to Clubs.

Deb will revise the document and send it to District Directors to forward to their clubs for their feedback.

5) Web Site Renewal

Susan Hazelwood

Susan reported that she is leading a steering committee (Herself, Kathy Harvie, Emily Walker and Deb Bowes-Lyon) to establish requirements and an outline of a new website. Once the website is completed she will maintain the content of the site.

Susan will provide Board members with the draft requirements and asked that they review and comment by close of business July 9th.

Once the review has been conducted it will be sent to select vendors with a request for proposals. The schedule would have a vendor(s) present their proposal to the board at the September meeting or if required at a special meeting. Launch of the new site is planned for mid January.

6) Convention 2022 Update

Liz Hill

The convention will be June 10 and 11, 2022. The venue is the Inn on Prince in Truro. The number of participants will be set in September after consultation with the venue management. Registration will open in late fall or early winter.

The theme is "2022, Year of the Garden"

In lieu of soliciting local businesses, door prizes will be plants donated by district clubs.

There will be open gardens including the Dalhousie University campus.

Some discussion ensued regarding the photo contest. Lawrence will work with Liz on this. Pamela stated that the Board approves the photo contest categories, this will be on the agenda for the September Board meeting.

Lawrence suggested that the organizing committee approach their MPs/MLAs/Councillors to place paid advertisements during the convention. Susan has examples of letters that she will send to Liz.

Deb will post/pin convention news on the NSAGC Facebook group.

7) Round Table Comments

Kathy d'Entremont

Pamela is the Awards Chair and proposed that outgoing board members (from last year and this year) be mailed an honorarium and certificate. They will also be honoured at the next convention and in the Newsletter.

Pamela moved that the honorarium be permanently increased to \$25 from \$15. Seconded by Liz Hill. Motioned carried.

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8) Closing

Kathy d'Entremont

Kathy d'Entremont thanked everyone for their participation. The meeting was adjourned at 2006.

Reported by Deb Bowes-Lyon, Vice Chairperson