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**Olbrich Botanical Society
Board of Directors Meeting**

Date: Tuesday, June 19, 2018
Time: 4:00 p.m.
Place: Olbrich Botanical Gardens, Meeting Room

AGENDA

If you need an interpreter, translator, materials in alternate formats or other accommodations to access this service, activity or program, please call the phone number below at least three business days prior to the meeting.

Si necesita un intérprete, un traductor, materiales en formatos alternativos u otros arreglos para acceder a este servicio, actividad o programa, comuníquese al número de teléfono que figura a continuación tres días hábiles como mínimo antes de la reunión.

Yog hais tias koj xav tau ib tug neeg txhais lus, ib tug neeg txhais ntawv, cov ntawv ua lwm hom ntawv los sis lwm cov kev pab kom siv tau cov kev pab, cov kev ua ub no (activity) los sis qhov kev pab cuam, thov hu rau tus xov tooj hauv qab yam tsawg peb hnub ua hauj lwm ua ntej yuav tuaj sib tham.

Если Вам необходима помощь устного или письменного переводчика, а также если Вам требуются материалы в иных форматах либо у Вас имеются особые пожелания в связи с доступом к данной услуге, мероприятию или программе, пожалуйста, позвоните по указанному ниже телефону и сообщите об этом не менее чем за три рабочих дня до соответствующей встречи.

- I. Call to Order – by President William White
- II. Approval of the May 15, 2018 minutes. Motion
- III. Public Comments on Items not on the Agenda
- IV. Reports
 - A. President’s Report – by President William White
 - a. Capital Campaign Update – by Roberta Sladky and Joe Vande Slunt
 - b. Project Update: Bidding and Timetable – by Randy Wiesner, Architect 3 City Engineering



- B. Financial Report – by Mary Phillips
 - a. April 2018 Financials
 - b. Resolutions for Capital Project Support
 - OBS Foundation Statement
 - 1. Resolution 1

Whereas, Olbrich Botanical Society (OBS) and the City of Madison (City) through Madison Parks partnered to share expenses equally to fund an expansion of Olbrich Botanical Gardens (OBG) facilities for a Learning Center and replacement Production Greenhouse, and

Whereas, the estimated costs of the project have increased from \$10 million to \$12 million because of unforeseen code requirements and foundation issues, and

Whereas, the OBS Board of Directors passed a resolution outlining a financial plan on March 18, 2014 for \$10 million, and

Whereas, the OBS Executive Committee recommends that the OBS Board of Directors adopt a series of resolutions to revise the 2014 financial plan to the \$12 million amount, and

Whereas, the OBS Executive Committee allocated an additional \$250,000 from reserves, and

Whereas, the OBS has \$152,697 in bequests that have not been transferred to the Olbrich Botanical Society Foundation (OBSF). Similar bequests have been set aside as a special short-term investment to fund the Rooted & Growing campaign along with campaign contributions with the agreement of OBSF (for this capital campaign).

Therefore be it resolved that the Olbrich Botanical Society Board of Directors authorizes that \$250,000 from OBS reserves be transferred to the Rooted & Growing Capital Campaign fund, and

Therefore be it further resolved that the \$152,697 in bequests be transferred and invested in the Rooted & Growing Capital Campaign fund as advised by Monona Bank.

Motion.

- 2. Resolution 2

Whereas, Olbrich Botanical Society (OBS) and the City of Madison (City) through Madison Parks partnered share expenses equally to fund an expansion of Olbrich Botanical Gardens (OBG) facilities for a Learning Center and replacement Production Greenhouse, and

Whereas, the estimated costs of the project have increased from \$10 million to \$12 million because of unforeseen code requirements and foundation issues, and

Whereas, the OBS Board of Directors passed a resolution outlining a financial plan on March 18, 2014 for \$10 million, and

Whereas, the OBS Executive Committee recommends that the OBS Board of Directors adopt a series of resolutions to revise the 2014 financial plan to the \$12 million amount, and

Whereas, the original 2014 financial plan included an additional \$500,000 to be drawn from OBS reserves,

Therefore be it resolved that an additional \$500,000 from OBS reserves be designated for the Rooted & Growing Capital Campaign fund, and

Let it be further resolved that the actual transfer of funds take place in 2018 or 2019 at the time the funds are needed to pay invoices for the project.

Motion.

3. Olbrich Botanical Society Foundation Statement of Support

The OBS Foundation has indicated a willingness to support Olbrich Botanical Society and the Rooted & Growing campaign to the extent required to accomplish the project given the unexpected project costs and to secure the additional \$1 million commitment from the City of Madison. It is the expectation of the Foundation that any additional funding will be at the end of the project. The financial commitment from the Foundation would not exceed \$700,000. Formal approval of the commitment from the Foundation will be presented to the OBS Foundation Board at its meeting in November of 2018.

4. Capital Campaign Resources (see page 4.)

C. Director's Report – by Roberta Sladky INFORMATIONAL

Staff Written Reports

The “Numbers” Report (Patti Jorenby, Aleeh Schwoerer & Kai Skadahl)

Horticulture (Jeff Epping)

Conservatory & Greenhouse (Colten Blackburn)

Volunteers (Marty Petillo)

Special Events (Missy Jeanne)

Gift Shop (Camela King)

Education (Jane Nicholson)

D. Development Reports – by Joe Vande Slunt INFORMATIONAL

Staff Written Reports

Membership Report (Joe Vande Slunt)

E. Marketing & Public Relations Report – by Katy Plantenberg
INFORMATIONAL

Staff Written Reports

Marketing & Public Relations Report (Katy Plantenberg)

V. New Business

VI. Announcements

VII. Adjournment

NOTE: This agenda has been recorded with the City Clerk's Office. The meeting notices and agenda have been posted. If you need an interpreter, materials in alternate formats or other accommodations to access this service, activity or program, please contact Olbrich Botanical Gardens at 608.246.4550, or TTY # 866.704.2315 so proper arrangements can be made in a timely fashion.