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Sandy Dolister
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Dan Matson
Barbara Tensfeldt
Paul Williams

**Olbrich Botanical Society
Board of Directors Virtual Meeting**

Date: Tuesday, March 16, 2021

Time: 4:00 p.m.

Place: Meeting to be held via Zoom video conference platform: either join by video conference or join by phone. To join by Zoom, click ->

<https://cityofmadison.zoom.us/j/94411398951?pwd=VWw1SXlrNXk1RkxjYU1CbVhMc3Q4Zz09>

Passcode: olbrich

Please note that all Zoom meetings require a password, per new City and Zoom requirements.

To join by phone, dial 1-312-626-6799 and enter Meeting ID: 944 1139 8951

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 Philip Bradbury
- II. Approval of the February 9, 2021 minutes. Motion
- III. Public Comments on Items not on the Agenda
- IV. Olbrich Staff Presentation
 - A. Report on Education Department Virtual Programming – by Kim North, Education Programs Manager
- V. Reports
 - A. President’s Report – by President Philip Bradbury
 - a. OBS Recruitment Committee Update: participation in the recruitment of the next Garden Director.
 - i. Susan Goodwin was added to the committee of Alnisa Allgood, Bill White, Renee Boyce, and Julie Rupert
 - b. Board retreat take-aways -- committees may be formed in the future to work with staff to address these issues:

- i. Staff will work to develop a brief summary of the Society’s budget, including revenue sources and expenses.
- ii. Accessibility and Diversity: There appears to be a consensus that a demographic study of Olbrich users and visitors is needed to create a baseline. Staff will put together resources and costs for potential projects. Assuming the Board wishes to proceed, staff will work with a Board committee to implement the plan. Staff will continue to address this issue through the Community Engagement and Inclusion Work Group and report back to the Board on a regular basis.
- iii. The next major activity is the development of a strategic plan for Olbrich including filling key vacant positions (unfilled in 2020 due to the pandemic and not in the current budget) and preparation of a conceptual plan for the 10 acre area adjacent to the Thai Garden. With the completion of the Learning Center and Production Greenhouses, it is important that the Board focus on potential expansion of the gardens. A staff and Board committee may be a good vehicle to move in this direction.
- iv. Grand Opening: Although the Learning Center was largely completed a year ago, it is time to begin to plan for a larger community grand opening and including a ceremonial opening for major donors and city officials. A staff and Board committee to work for a grand opening in the Fall of 2021.
- v. Financials: Rylee Schuchardt and Mary Phillips have developed a summary cash flow (“dashboard”) that will be made available to Board members. It is a useful tool to monitor the organization’s cash flow.

B. Financial Report – by Rylee Schuchardt

- a. January 2021 Financials

C. Director's Report – by Roberta Sladky

INFORMATIONAL

Staff Written Reports

The “Numbers” Report (Patti Jorenby, Hannah Tubbs, & Rebecca Benedict)

Horticulture (Jeff Epping)

Conservatory & Greenhouse (Colten Blackburn)

Volunteers (Marty Petillo)

Programs & Exhibits (Missy Jeanne & Mike Gibson)

Gift Shop (Rylee Schuchardt)

Education (Education Team)

D. Development Reports – by Joe Vande Slunt

INFORMATIONAL

Staff Written Reports

Development & Membership Report (Joe Vande Slunt)

E. Marketing & Public Relations Report – by Katy Nodolf

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Staff Written Reports

Marketing & Public Relations Report (Katy Nodolf & Tom Fullmer)

VI. New Business

VII. Announcements

VIII. 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.