**TOPSHAM GARDEN CLUB MINUTES**

Date: November 14 2018

President Vicky Marr called the meeting to order at 2:00.

**Attendance** 13 members

 3 guests

**Hostesses**

 Today’s meeting: Fay Eldred, Izza Johnson, Vicky Marr

 For December 5 meeting: Grace Anderson, Jeanne d’Arc Mayo, Liz Volckening,

 Ann Williams, Marge Whipple, Dorothy Gardner, Jean

 Herlihy, Vivian Wixom

**Topsham Public Library Display**

 This month: Fay Eldred

 December: Jane Donelon

 January: Liz Volckening

**Secretary’s Report**:

 Sent electronically and/or mailed

 No corrections

**Treasurer’s Report**

* Checking account: $4741.51

 Savings account: $2514.55

* Income: 85.00 auction of mums donated by Mums Plus
* Expenses: 50.00 two books by Manley and Peronto

 245.00 items for town gardens (plants, fertilizer,

 hose)

* Membership: 41
* Longtime member Dorothy Stetson passed on November 10, 2018.

**Budget**

 Two budgets that were previously presented were unanimously approved.

 Budget for June 1, 2018 to December 31, 2018 -- motion Ann Williams

 second Claudia Knox

 Budget for January 1, 2019 to December 31, 2019 – motion Carole Flaherty

 second Fay Eldred

**Announcements and important dates**

* November 17 -- meet at Topsham Town Hall for garden clean up. Bring snippers, loppers, containers.

 (addendum – event canceled due to extreme cold temperature)

* December 5 -- Christmas Pot-Luck Party and Auction at Holden-Frost House, Topsham, Maine. Please bring a side dish to complement a spiral ham. Arrive by 12:00; lunch begins at 12:30.

For the auction please bring item(s), new, slightly used, handmade, etc. Keep in mind that starting bids are $5.00.

Vicky will email everyone with a date to RSVP.

* Marie Neale made the group aware of a new GCFM award, the Suzanne Bushnell Website Award for a website developed by a club or district. Our webmaster, Alison Harris, will prepare our website for submission.
* The garden keys have gone missing. Please contact Jean Herlihy if you have them.
* Claudia Knox distributed packets of seeds from asclepias tuberosa, a milkweed type perennial.

Meeting adjourned at 2:30.

The Program, “Gardening for All”, was presented by Ellen S. Gibson from Maine AgrAbility. She offered advice, tools and techniques for adaptive ways to allow gardeners with various body ailments or age to continue to garden. Those ideas ranged from using ergonomic tools, five gallon buckets creatively, gardeners bench/rocker, standing raised beds, proper footwear to proper moving/lifting techniques to recognizing the need to down size. A major premise was that one needs to exercise to prepare for the physical activity of gardening.

Respectfully submitted,

Marie Neale

Secretary

**TOPSHAM GARDEN CLUB**

**TREASURER’S REPORT**

**November 14, 2018**

Checking Account Balance (as of November 13, 2018) **$4,741.51**

Savings Account Balance (as of October 31, 2018) **$2,514.55**\*\*

*\*\* The Savings Account balance includes $1,500 for a “Rainy Day Fund,” $1,000 reserved for a capital gift for the Androscoggin Brunswick-Topsham Riverwalk, and interest earned.*

**Membership:**

We currently have 41 members for 2018-2019. According to our By-laws – both former and those amended on September 12, 2018 - dues were payable in full by June 15, 2018.

Dorothy Stetson, who was a faithful member until this past June, passed away on November 10, 2018.

Dues (new or renewing members) are $20 for an individual or $30 for two members of the same household. Members joining December 1 or later paid half price until the April Annual Meeting when all dues collected are applied to the following year.

**Fiscal Activity since October 10, 2018 Treasurer’s Report**

* Auctions at our September meeting raised $85. Thank you, Jean Herlihy for obtaining the donation of mums from Mums Plus on the Cathance Road, and thank you, Claudia Knox, for the donations of lily of the valley and sweet woodruff from your garden. ($80 deposited; $5 IOU.)
* Expenses of $445 included:
	+ $150 for the programs in September and October (reported also in October)
	+ $50 for purchase of two books by Reeser Manley and Marjorie Peronto
	+ $245 for 2018 plants and fertilizer for the town gardens and a new lightweight library hose (to be installed next spring)

**Proposed Budgets**

At our November meeting, I hope the membership will approve budgets for the current “stub” fiscal year (June 1, 2018 – December 31, 2018) and for the full 2019 fiscal year (January 1-December 31). The objective is to spend down our accumulated surplus in support of the club’s mission.

* **Stub Year Budget:** The proposed budget for the “stub year” reflects an operating surplus because it includes our two major fundraisers: the plant sale and the Christmas auction. It assumes no income between now and December 31 other than $250 from the auction. The expense budget for the “stub year” includes another $50 for the program, $150 for holiday favors, $100 for hospitality and small amounts for the town gardens and administration in addition to what has already been spent. However, out of that operating surplus, we spent $475 in one-time reimbursements to members for attendance at the GCFM Convention in June. The net effect is that the proposed budget anticipates adding about $287 to the accumulated surplus to be carried into 2019.
* **2019 Budget:** The budget for 2019, while manageable because of our accumulated surplus, shows an $854 operating deficit. Expenses will be especially high in 2019 because we will be producing our biannual yearbook, not just inserts, and our domain name renewal for the website comes due. I am recommending that we renew for three years, not two, to avoid having both expenses in the same year in the future and to take advantage of multi-year renewal discounts. We will not have either of those expenses in 2020. Thereafter, the biannual yearbook and two year domain name renewals would alternate years. Other than that, expenses for now are anticipated to be similar to those in previous years. Then, if we undertake $700 in one-time projects, we will use a total of $1,554 of our accumulated surplus, leaving a $3,123 in our checking account and our savings account of $2,500 intact. It is a conservative budget, I hope, with income underestimated and expenses over-estimated so we will use less of our surplus than anticipated.

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|  | **June 1-Dec 31, 2018****PROPOSED** |  |  | **Jan 1-Dec 31, 2019****PROPOSED** |  |
| Starting balance | 4,389.67  | *in checking account* |  | 4,677.16  | *in checking account* |
| Income | 2,158.00  |  |  | 2,400.00  |  |
| Recurring Expenses | (1,395.51 ) |  |  | (3,254.00 ) |  |
| Operating Surplus/(Deficit) | 762.49  | *to be added to surplus after recurring expenses* |  | (854.00) | *to be used from surplus after recurring expenses* |
|  |  |  |  |  |  |
| One-Time Expenses | (475.00)  |  |  | (700.00)  |  |
| Ending Balance | 4,677.16  | *in checking account* |  | 3,123.16  | *in checking account* |
|  |  |  |  |  |  |
| Operating Surplus/(Deficit) | 287.49  | *to be added to surplus at end of stub year* |  | (1,554.00) | *to be used from surplus in 2019* |

Respectfully submitted,

Alison Harris, Treasurer