

# SHEPARD GARDEN AND ARTS CENTER BOARD OF DIRECTORS MEETING

Monday, May 6, 2019

## MINUTES

The meeting was called to order at 7:10 p.m. by President Ken Rothaus. Board members present were: President Ken Rothaus, Vice President John Foster, Treasurer Ed Schroeder, Recording Secretary Therese Ruth, Corresponding Secretary Wendy Corby; Director Erica Foster and Jan Goehring.

Clubs represented were: Begonia Society, American Bonsai Assn., Capital City Bonsai, Cactus and Succulent Society, Chrysanthemum Society, Geranium Club, Perennial Plant Club, Sacramento Rose Society, California Garden Clubs, River Park Garden Club, Sacramento Center for Textile Arts, Sacramento Floral Design Guild, Ikebana International, Sogetsu Ikebana of Sacramento, Gypsy Traders and Watch & Clock Collectors.

**Recording Secretary's Report:** The minutes of the April 1, 2019 Board Meeting were approved as corrected – Under New Business – Parking Places for City – Last sentence should read “After discussion it was decided that we suggest they put in three graveled parking spaces to the ~~west~~ east beyond the paved parking spaces...”

**Financial Report:** Ed reported his computer is working again and he was able to distribute copies of the April financial reports. The April 2019 income was \$282.68 and the expenses were \$3,972.77. The balance in the checking and savings account as of April 30<sup>th</sup> was \$79,029.08.

**Scheduling Report and City Report:** Ken reported that the City replaced the hot water heater for the building. He said Mabel is continuing to do the scheduling from home

## COMMITTEE REPORTS

**Fall Sale:** Kathy Norton was not in attendance but Ken reported the dates for the Fall Sale will be October 5-6, 2019.

**Web Site Changes:** Erica said we could build our own website and then we would not have to pay a middleman to keep the website updated. She said she has found a site where we could do a 30-day free trial. She said she is willing to pay to get it started and if we decide not to do it the money will be refunded to her and if we do decide to go with it we can reimburse her.

**CHAT:** Wendy said the next deadline for the CHAT is June 15, 2019. Any club that wants to list their show or sale should get their information to her as soon as possible.

**Friends:** Ed said the Friends has \$21,050.00 in their account. M.J. has t-shirts that are available for a \$12 to \$15 suggested donation.

## OLD BUSINESS.

**New Employee:** Ken said the potential new employee has completed the employment paperwork. Therese moved and Ed seconded the motion that he be offered the job. The motion was approved.

**Laptop for Treasurer:** Ed said he still looking for a laptop to buy. He said he is looking at a laptop available from Costco.

## NEW BUSINESS

**Handicapped button on door:** The handicap button to open the door to the parking lot is not working. Ken said he will have Sara call the City and report the problem.

**Price Changes:** Wendy Corby suggested we do away with the \$50 fee to check sellers to make sure they have a seller's permit. To cover the loss in income she suggested that clubs be charged \$250 for Saturdays and \$200 for Sundays for shows and/or sales – this would cover clubs that only have a one-day show. She further suggested clubs be credited \$5 for having a representative attend board meetings up to a maximum of \$50. Attendees would only be able to credit the \$5 to one club per meeting, they could not represent several clubs and get a credit for each club.

**Parking Places for City During Vault Construction:** Ken said after speaking to the City again it was decided they can use the parking lot if we do not have an event going on.

**Fire regulations:** Ken said there needs to be a two-foot clearance between the items stored on the top of the shelving in the back room and the ceiling. He said he rearranged everything so there was at least a two-foot clearance but after several shows items were once again stacked too close to the ceiling.

**Facility Cleaning:** The president of the Sacramento Rose Society requested we address the problem of clubs not cleaning up after their meetings. He said when the Rose Society came in to set-up for their show April 27<sup>th</sup> all the cabinet tops in the large room had dirt on them and some of the table tops had coffee spilled on them. He said they had to spend some of their set-up time cleaning everything before they could start their set-up. The suggestion was made that a \$50 fee be imposed on clubs that leave the cabinet tops and/or tables dirty. This policy is already in effect for clubs that do not clean the kitchen after their meetings, shows or sales.

## ADJOURMENT

There being no further business the meeting was adjourned at 835 p.m.

Respectfully submitted,

Therese Ruth, Recording Secretary