

**THE MICHIGAN FARM & GARDEN FOUNDATION, INC. AKA
MICHIGAN DIVISION OF THE WOMAN'S NATIONAL FARM AND GARDEN ASSOCIATION, INC
BOARD OF DIRECTORS MEETING
March 1, 2018**

Location: Steve & Rocky's, 43150 Grand River, Novi, MI

Attendees: Vicki Guntenaar, Pat Brown, Marcia Mandell, Jo Sillanpaa, Charlotte Westbrook, Joette Kunse, Sally Edwards, Lenore Treba, Sheila Kneeshaw, Mary Schwark

Call to Order 11:05 a.m.

Following the Pledge of Allegiance, a quorum was determined of 8 members of the Board of Directors.

Approval of the minutes of 10/5/2017

President Mary Schwark's report:

- **Visit to Branches**
 - **Saginaw Branch 10/10/17 (Mary Schwark, Joette Kunse, Lenore Treba, Pat Brown)**
 - **Trailwood Branch 10/17/17 (Mary Schwark, Charlotte Westbrook)**
 - **Country Garden Club of Northville 11/1/17 (Mary Schwark, Jo Sillanpaa, Marcia Mandell, Rita Urbanski – National President of WNF&GA)**
- **Future Visits to Branches**
 - **Plymouth Branch - 12:00 p.m. (Mary Schwark, Ann Britton & Jo Sillanpaa)**
 - **Waterford Branch – 4/5/18 9:30 a.m. Mary Schwark, (Joette Kunse & Charlotte Westbrook pending approval by Waterford Branch President)**
 - **Clarkston TBA**
- **Daffodils4Detroit**
 - **Michigan Division Executive Board Trumpeter unified donation of \$500. Thank you received by the board from D4D committee.**
 - **Centerpiece donations – Branches - Bloomfield Hills, Country Garden Club of Northville, County Downs, Franklin, Grosse Pointe Farm & Garden Club, Indian Village, Trenton, Troy, Warren.**
- **Michigan Division Treasurer/Finance Chair Report – Pat Brown**
 - **Treasurer's report approved and filed.**
 - **MI DIV 2018 Members-at-large received – 8**
 - **Branch membership report received – all branches paid. The Branch membership covered Year End 2016, Year End 2017, March 1, 2018 – 1270 members. Difference in membership according to President Mary's analysis is mainly due to the loss of two branches, Ann Arbor and Vernor.**
 - **Daffodils4Detroit Luncheon registration as of 3/1/2018 – 111 registered**
 - **Also a \$5,000 grant was received from the Faith Tiberio Foundation for daffodils on Belle Isle.**

- **Michigan Division Charitable Treasurer – Lenore Treba**
 - Charitable Treasurer’s report – approved and filed
 - Discussion of Mi DIV email from two members-at-large regarding MI Division charges for MI MAL registration fees – the matter was discussed and an emailed letter was sent to the members suggesting how they may proceed with membership for some relief.
- **First Vice President – Sheila Kneeshaw**
 - May 24 for 2018 Spring Council Meeting hosted by Rochester Branch – registration forms were given out by President Mary.
 - Vendors - list of vendors for the Spring Council Meeting was shared but more could be accommodated
 - International Tea 2018 – Branch hostesses – Indian Village members – discussion of venue.
 - Fall Council Meeting – September 26 hosted by Saginaw Branch
 - Spring Council Meeting 2019 – hosted by Warren Branch
 - Acknowledgement of registrations – branches must send acknowledgements for all MI Division meetings registrations on a timely basis.
 - Registration checks should be forwarded by the meeting registrar to Pat Brown, MI Division Treasurer, on a weekly basis.
 - International Tea registration cost – A motion was made by Joette Kunse and seconded by Charlotte Westbrook, that generic registration costs for the International Tea should be as follows: early registration should not be more than \$38 and a late registration not more than \$45. A minimum of \$5 per registration fee will be contributed to 4-H programming.
- **Second Vice President/Member Extension & Communications (w/branches) – Marcia Mandell**
 - Recognition program – one application of Recognition for an Exceptional Activity or Project has been received. Photos with the project must be hard copy.
 - Directory/Registry – Cheryl Malin was not present so this will be discussed at a later meeting.
 - Speakers’ Bureau – Joette presented an update on the Speakers’ Bureau and it will be placed on the website within 10 days.
- **National Delegates – Jo Sillanpaa & Charlotte Westbrook**
 - A presentation about the National Meeting will be given at the Spring Council Meeting 5/24. Charlotte gave a short report.
 - 2018 National Meeting update – lots of good times planned for the 2018 National meeting in Ithaca, New York.
- **Marketing & Promotion/MI Division – Vicki Guntenaar**
 - Discussion of a possible Facebook page
- **Web Site – Sally Edwards**
 - People send info and she’ll put on website.
 - Discussion of being directed to Weebly versus the webpage still an issue.
- **4-H Endowment – Sheila Kneeshaw**
 - Discussion of the history of the 4-H Endowment and how it will go forward. President Mary and Sheila will be meeting with Julie Chapin of Michigan 4-H Foundation in the coming months.

NEW BUSINESS

- **Daffodils4Detroit Luncheon**
 - There was a discussion of the Michigan Division and their sponsorship of Daffodil Day. A request to have the Daffodils4Detroit donation levels placed on the website was made by Joette.
 - Docents for Daffodil Day Luncheon to direct the centerpieces was requested by President Mary. Jo Sillanpaa and Marcia Mandell will direct centerpieces from the first floor entry to the NYC. Vicki Guntenaar and her mother, Dolores Coley will direct centerpieces as they arrive on the second floor.
 - Additional docents to greet people will be Charlotte Westbrook and Lenore Treba on the second floor as well as one person from Country Garden Club of Northville branch at the NYC first floor entry.
- **4-H Endowment Agreement – President Mary Schwark and Sheila Kneeshaw – First Vice President and 4-H Representative will meet with Julie Chapin, 4-H Foundation as mentioned earlier. This is in regards to the Woman’s National Farm and Garden Association, Michigan Division Endowment for perpetual support of named 4-H programs (Great Lakes Natural Resource Camp, Michigan 4-H Children’s Garden, 4-H Volunteer training and development at the Kettunen Center, IFYE, aka International 4-H Youth Exchange).**
- **Creation of a Donation Reference document for Branches with concise, detailed explanations about how branches may contribute to other organizations directly or through Michigan Division’s charitable treasurer or the Michigan Division treasurer for only Pennies for Friendship, Daffodils4Detroit, International Tea, and Detroit Zoo. President Mary and Charitable Treasurer Lenore will create the document.**

STRATEGIC PLANNING – tabled until next meeting

UNFINISHED BUSINESS

- **Nominations for open positions**
 - **Newsletter Editor – President Mary Schwark has taken this position due to lack of volunteers and need to have the newsletters out.**
 - **Philanthropy Chairperson – open**
 - **Membership Chairperson – open**
 - **Promotion & Growth Chairperson – open; Committee members are in place: website manager – Sally Edwards; newsletter editor – Mary Schwark; marketing – Vicki Guntenaar; historian – Terry LaBeau**
- **Spring Council Meeting – Charlotte Westbrook gave a report on the upcoming Spring Council Meeting on May 24 sponsored by the Rochester Branch. Karen Brant, Troy Garden Club member, took three of the photos on the registration form. Registration will be in the Spring 2018 Newsletter and is now on the website.**
- **Summer newsletter will be online only and deadline is TBA.**
- **Website password – website password will be changed to maryschwark2019. President Mary will send info to presidents regarding this when website is changed.**

- Tributes from the Governor – President Mary needs names and data by March 15 for members to be given a tribute at the Spring Council Meeting on May 24.
- PayPal, Square or Eventbrite – the Daffodils4Detroit committee had asked the MI Division to have electronic pay for the 2018 Daffodils4Detroit luncheon. The Daffodils4Detroit committee person has asked us to put this off until 2019. Sally Edwards, webmistress, gave the following prices for the use of electronic registration:
 - Eventbrite- 2.5% of the transaction, plus \$1.99 per ticket. This would be passed along to participant purchasing ticket.
 - PayPal – 2.9% on each transaction plus 30 cents per transaction also passed along to ticket purchaser.
- Savings Account – discussion – defer to later meeting
- Suggestions for future board development activity
 - MI Division 101 for presidents re: WNF&GA
 - Workshop: for branches seeking 501 (c)(3) status
 - Workshop/roundtable: for chairpersons of branch projects
 - Workshop: for newsletter editors (or prospective newsletter editors) & branch officers

ANNOUNCEMENTS

- Fifty marching daffodils at Nain Rouge parade (midtown Detroit) on Sunday 3/25/18
- Full Board Meeting, Monday, April 30, 11:00 a.m. at Joette Kunse's home, 9740 Reese Rd., Clarkston (Exit 91 on I-75, go to the right on M-15 (approximately 2 miles) to Rattalee Lake Rd. Left on Rattalee Lake Rd., approximately 1/2 mile to Reese Road and turn right. Fifth house on the right 9740 – (brick/orange door/horse)
 - For Jo and Marcia – come north on M-5 to Martin Parkway (at roundabout), to right on Richardson Rd., left on Union Lake Rd., right on Cooley Lake Rd, left on Williams Lake Rd, left on Maceday Lake Rd to right on Nelsey, left on White Lake Rd and White Lake Rd turns into Holcomb. Reese Rd comes off of Holcomb with big green sign – probably 3 miles north on Reese.
 - Another possibility is to go east on 696 to Telegraph to Dixie Hwy to M-15 to Rattalee Lake Rd. (this is faster but more traffic)
- Full Board meeting on May 14 if needed. Location TBA

Meeting adjourned: 2:15 p.m.

Respectfully submitted,

Joette Kunse

Michigan Division

Secretary