

Board Meeting Minutes

June 1, 2022, 9:00am

Macomber Room

Present: Mary Briggs, Bonnie Brown, Diane Coniglio, Biggie George, Mary Pat Gibson, Kathy Mathews, Barbara Moore, Jane Page, Linda Patchett, Julie Thomas, Astrid Weeder, Claudia Wilbur, Pat Wilson

Approval of Minutes: Minutes for 4/27/2022 amended & approved

Motion to Accept: 1st Mary Pat Gibson

2nd Jane Page

Unanimous approval

Reports of Officers and Committees

- **Treasure's Report - Jane Page:** April report as of 4/30/22, May statement pending
 - Beginning Balance: \$11,815.74
 - Total Income: \$ 6,348.83
 - Total Expenditures: \$ 1,981.84
 - Ending Balance: \$16,182.84
 - Money Market : \$18,043.13
 - Total: \$34,225.86

- **Corresponding Secretary's Report- Kathy Mathews:** 2 letters of congratulations sent to the new Eagle Scouts: Loreley Godfrey & Natalie Godfrey. "Thinking of You" card sent to Sally Smyser; Biggie George suggested a "thank you" card be sent to Wentworth Gardens for their contribution of plants for the Plant Sale; Thank you card to Churchills and Pleasant View as well.

Committee Reports

1. Civic – Biggie George

1. **Town Hall, Post Office - Biggie George:** Summer plantings at the Post Office & Town Hall are planned for Wed. June 8th, assisted by Carolyn Rini; Town Hall planters need to be redesigned due to increased sun exposure since the tree removal last year. The budget is increased from \$900.00 to \$1,000.00 due to the increased cost of annuals.

1. **Village Garden, Town Landing - Mary Pat Gibson:** The Village Garden is all planted; Town Landing: problem with lack of snow coverage has resulted in winter burn on some shrubs; work will continue to proceed according to the mission statement, with possible addition of ground cover

& continued work on the garden. The Fire Dept. will water the gardens at the Town Landing through the summer once/week.

1. **Rec Center – Susan Gough:** report submitted that the annual clean up at the Rec Center will be June 9, 2022 @ 10am

1. **Boat:** Bonnie Brown reported that the boat has been planted with some perennials donated by Julie Thomas from the Plant Sale; a committee for the boat has been set up: Ann Tarlton, Bonnie Brown & Jane Page. Discussion regarding volunteers needed for summer watering of the boat. Bonnie Brown has offered volunteers to use water from the outdoor spicket at her home.

1. **Hospitality – Astrid Weeder:** the Annual Meeting on June 8th will be held either at the Macomber Room or outdoors at the Commons, #1 Pavilion has been reserved. Bonnie Brown & Nancy Jackson will be hosting the event. Food options were discussed: coffee/tea will be provided if the meeting is at the Macomber Room, otherwise members will bring their own beverages if outside. Astrid reported that the sign up sheet for next year's hostess schedule will be posted at the Annual Meeting.

1. **Membership – Mary Pat Gibson:** reports that the "Membership Box" containing GC archives has been updated; Information regarding an outline of GIGC "who we are" plus colored post cards are available to display at all events. Name tags are available & needed for any new members. Membership Box is kept in the Macomber Room closet. Next year, Membership should consider having a Membership Table at GIGC events.

1. **Nominating – Pat Lenz:**

1. **Programs – Claudia Wilbur:** The Board thanked Claudia for an excellent year of programming especially with the additional responsibility of accomodating speakers & members on zoom. Programs were very well attended. Program Committee will be coordinated by Nancy Jackson & Allison Stebbins for the 2022-2023 season.

1. **Publicity – Diane Coniglio:** Meetings are planned with Programming over the summer to prepare for the upcoming year. Diane will need an additional 1-2 persons to assist with publicity for the Garden Tour next year, a sign up sheet will be available at the Annual Meeting. Further planning will take place at the Garden Tour meeting following the Annual Meeting next week.

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Revised Mission Statement:

- **Current:** The purpose of the Great Island Garden Club shall be to stimulate the knowledge and love of gardening and horticulture while assisting in the community beautification.
- **Proposed:** The purpose of the Great Island Garden Club shall be to stimulate the knowledge and love of gardening, engage in community beautification, and protect the environment through educational programs and action in the fields of conservation and civic improvement.
- **Amended:** The purpose of the Great Island Garden Club shall be to stimulate the knowledge and love of gardening, engage in community beautification, and protect the environment through educational programs and support of conservation and civic improvement.
- The discussion centered on the word “action” and the Board proposed that “support” reflected the intent of the sentence. Linda Patchett suggested that the Board continue discussion of the mission statement so that it is in alignment with the budget & would also help generate new ideas within the Garden Club. Julie Thomas agreed that this would be a helpful discussion to continue in the fall.

Outreach 2022: Julie Thomas Proposals for Budget \$1200.00 reviewed & accepted by Board

- Monarch School of NE: \$150.
- Gather Community Gardens: \$200.
- Bedrock Gardens: \$150.
- Cross Roads House: \$200.
- Conservation Law Fund: \$200.
- Southeast Land Trust: \$250.
- One time gifts: Donations from 2022-2023 budget increased to \$8000.00 effective July1, 2022: New Castle Historical Society: \$1000.00 & Safe Path Project: \$5000.00
- Motion on this year’s budget for additional support to above 6 programs: 1st Linda Patchett, 2nd Jane Page;
- Motion for one time only gifts to Historical Society & Safe Path from 2022-2023 budget: 1st Linda Patchett 2nd Mary Pat Gibson
- Vote on entire proposed budget to be presented to membership at the Annual Meeting: 1st Jane Page 2nd Mary Briggs

Program Information: (In general Meeting Mins only)

Announcements:

Adjournment:

Motion to Adjourn: 1st Claudia Wilbur

2nd Astrid Weeder

Time of Adjournment: 10:34am

Submitted:

Mary Briggs

Linda Patchett

Recording Secretaries

Board Meeting Minutes

April 27,2022 9:00 am

Macomber Room

Present: Nancy Borden, Mary Briggs, Bonnie Brown, Diane Coniglio, Biggie George, Susan Gough, Glicka Kaplan, Kathy Mathews, Barbara Moore, Jane Page, Julie Thomas, Astrid Weeder, Claudia Wilbur, Pat Wilson

Approval of Minutes: Minutes for 3/30/2022 amended & approved

Motion to Accept: 1st Julie Thomas

2nd Bonnie Brown

Unanimous Approval

Reports of Officers and Committees

- **Treasure's Report - Jane Page**
 - Beginning Balance: \$12,886.99
 - Total Income: \$ 50.00
 - Total Expenditures: \$ 1,060.99
 - Ending Balance: \$11,876.00
 - Money Market: \$18,042.52
 - Total: \$29,918.52

- **Corresponding Secretary's Report- Kathy Mathews:** no report submitted

Committee Reports

1. Civic – Biggie George

1. **Town Hall, Post Office - Biggie George:** Planters at the Town Hall/Post Office & Library were planted with spring flowers on 4/11/22; Biggie made a request to Wentworth Gardens for a donation to the Plant Sale, awaiting their response.

1. **Village Garden, Town Landing - Mary Pat Gibson:** Village Garden will be planted by member volunteers at the end of May after the Plant Sale has occurred. Brenda Reynolds & Mary Pat have been carefully checking the Town Landing plantings. Some of the native evergreens have shown winter burn & stress. They have been fertilized & will continue to be monitored. Chris Robillard from DPW will remove the landscape run-off barriers that were erected in September to protect the river from erosion during and after the soil preparation and plantings.

1. **Rec Center – Susan Gough:** Clean up at the Rec Center is scheduled for 4/28/22 @ 10 am Members welcome to help.

1. **Boat:** Anne Tarlton planted the pansies in the boat for color; Bonnie Brown offered to assist Anne in planting & maintaining the boat moving forward; Boat watering is to be included in the town watering schedule.

Hospitality – Bonnie Brown: Due to insufficient numbers needed for the May 4, 2022 Spring Luncheon, the event has been canceled. Bonnie has scheduled the December Luncheon for Dec. 6, 2022. The deposit for that event will be rolled over to the Country Club.

The Annual Meeting will be held on June 7, 2022. After a discussion by the Board, it was decided that a light social event will be included with the Annual Meeting. Several members volunteered to make desserts. Members are requested to bring their own beverages. The meeting is scheduled to occur at the Commons, weather permitting.

Membership – Mary Pat Gibson: Mary Pat has spoken to one prospective new member. She is interested in the Garden Club but needs to wait until she finishes her other board commitments. Claudia Wilbur suggested that there be a table for membership information at the Plant Sale.

Programs – Claudia Wilbur:

1. Reported that John Forti's book has been purchased by the Garden Club & is available at the Library.
2. Program Committee for 2022/2023 has been set up by Claudia Wilbur; Kathy Mathews has already scheduled a speaker for September 2022.
3. Claudia has requested a donation from Church Hill Gardens for plants at the New Castle Commons; a discussion followed with regards to use of funds from The Marchand Fund to reimburse the club for plantings at the New Castle Commons. The Select board is responsible for the approval of funds to be used for reimbursement. Claudia agreed to explore more information on the use of these funds for town plantings.
4. Claudia reviewed the schedule of next year's dates for the Board & Member/ Program Meetings. Barbara Moore reviewed the dates to avoid any conflicts with Jewish Holidays & any other religious holidays. After a discussion regarding the Dec/Jan dates, it was decided to change Jan 3 to Jan 10, 2023 for an evening

meeting & move the Board meeting from Dec. 28, 2022 to Jan 4, 2023. The Board also approved changing the Board meeting times from 9:00 am to 8:00-11:00 am & program times 8:00-11:30 am. Claudia will forward the 2023 schedule to the Secretary at the Town Hall & to Christine Collins at the Library.

5. The Garden Tour times for June 17, 2023 are to be determined.

1. Publicity – Nancy Borden:

1. The banner advertising the Plant Sale will be posted on the entrance gate to the commons on May 10th.
2. 75 posters are ready for distribution; members are requested to sign up for distribution on a google doc that will be ready on the GIGC website homepage on Fri. April 29, 2022. Requesting that each member try to distribute about 5 posters.
3. Direct mail/postcards should be out next week; all town emails, lawn signs are scheduled to be out next week, May 6-8.

1. **Website – Pat Wilson, Wendy Tauber:** No report submitted

Unfinished Business:

1. **Plant Sale:** Glicka Kaplan outlined the plant sale schedule:
 1. Glicka reminded all that notice/document for sign up for Plant Sale shifts on Saturday, 5/21 from Noon -3PM will be going out soon! The Friday before, 5/20, will be designated for plant drop off at 3 homes in downtown New Castle, Pat Wilson's, Nancy Borden's & Julie Thomas's homes, from 10AM -1 PM. If members prefer to drop their plants off at Rec Center, they can do so from 1pm-4pm Friday afternoon.
 2. Susan Gough and Sylvia Marple will also be gathering Treasures on Friday afternoon at the Rec Center from 1-4pm. Susan is requesting help with treasure sales.
 3. Prior to actual Plant Sale Saturday, we will be digging in yards on Thursday, 5/5, beginning at 11AM. If you need help or know of a neighbor who wants us to dig some plants out for the Sale please let Glicka know and she'll assign volunteers to help.
 4. Brenda Reynolds has volunteered to help anyone repot their washed bare root plants on Friday, 5/6; please call her to arrange a time to go to her house and/or if you have any questions about transplanting your plants safely. A discussion of the additional work involved in preventing jumping worms from being in our soil proceeded and will be considered for future Plant Sales. Indoor plants will be accepted to sell this year.
 5. Pat Wilson requested that the Safe Path be invited to have a table at the Plant Sale to publicize what is being planned for the town.

1. **Garden Tour Task Force:** no discussion presented
1. **Status of fundraising task forces:** Julie Thomas reports that Pat Lenz is waiting for bulb varieties to be posted by the distributors; there is a general consensus among the board to offer Allium bulbs in a variety of sizes; publicity for the daffodil sales is being discussed; The Board agreed that orders be taken at the Plant Sale as well; Julie will work out the details with Pat & determine a plan.
1. **Community Outreach:** Julie Thomas is collecting ideas & suggestions for community outreach. Outreach proposals already submitted include: Bedrock Gardens, Crossroads vegetable garden, NC Historical Society, Women Aid of Greater Portsmouth. Julie reminded members to review these outreach programs & submit requests for any additional programs. The list will be presented for a vote at the Annual Meeting.
1. **Annual Report:** Committee chairs need to submit an annual report to Barbara Moore by the end of May so that Barbara can compile and distribute it before the Annual Meeting on June 7.
1. **Budget for 2022-2023:** Committee chairs should please submit budget requests for the upcoming year to Jane Page. Claudia Wilson noted that the Programs were “under budget” this year due to the pandemic & the need to present programs on zoom vs in person. This change in the budget doesn’t reflect the future needs of future program planning.

New Business:

1. **Updated information on the Safe Path Project- Pat Wilson**

The project is out to bid for approximately \$419,000. There is a need to raise about \$200,000. The new section of the path will run from Rogers Rd. to Beach Hill Rd. In addition, the current chain link fence from the Commons to Beach Hill Rd. will be replaced with a new chain link fence. The Safe Path Committee has requested a table at the Plant Sale and a motion was approved by the Board by acclamation.

Adjournment:

Motion to Adjourn: 1st Claudia Wilson

2nd Mary Briggs

Time of Adjournment: 10:17 am

Submitted:

Mary Briggs

Linda Patchett

Recording Secretaries

Board Meeting

March 30, 2022 9 am Hybrid Meeting @ the Rec Center and on Zoom

Board Present: Nancy Borden, , Bonnie Brown, Diane Coniglio Kathy Mathews, Barbara Moore, Jane Page, Linda Patchett, Wendy Tauber, Claudia Wilbur, Pat Wilson

Board Absent: Mary Briggs

Approval of February 23, 2022 Minutes:

Motion to Accept: 1st Claudia Wilbur

2nd Wendy Tauber

Unanimous Approval

Reports of Officers and Committees

- **Treasure's Report - Jane Page**
 - Beginning Balance: \$12,985.98
 - Total Income: \$00.0
 - Total Expenditures: \$98.99
 - Ending Balance: \$12,886.99

- **Corresponding Secretary's Report**
 - A thank-you note was requested to be sent to the Boy Scouts

- **Committee Reports**
 1. **Civic – Biggie George**
 - **Town Hall, Post Office - Biggie George**
 - Pansies will be purchased and planted in early April for the Library and Town Hall window boxes and planters
 - **Village Garden, Town Landing-** waiting for report from Mary Pat Gibson

Boat - There was a request for additional members to become involved in the boat planting and maintenance with guidance from Ann Tarlton **Programs – Claudia Wilbur**

1. **The Heirloom Garden:** Traditional Plants and Skills for the Modern World, with John Forti on Tuesday 4/5/22 (This is a Hybrid Meeting. Additional details and Zoom link at www.greatislandgardenclub.org)
 - John will be selling his book to the membership and the GIGC will purchase a book to donate to the Library
 - 10 am Program
 - 9:30-10 General Meeting
 - 9-9:30 Social

1. **Hospitality- Barbara Moore for Bonnie Brown: May luncheon**
 - Bonnie has spoken to the Nichole at the Wentworth, who has confirmed that we have the Grill Room for May 4. (This is Wednesday, not Tuesday as usual, because that is when the room was available.) The price will be \$32 per person. It can be either plate or buffet, but Bonnie has been to

one of each recently and says the buffet food was much better, so she suggests we go with that if you agree.

Bonnie has chosen the following menu:

Salad - Frisee with shaved asparagus, diced yellow beets, blue cheese, toasted pistachios, shallot and apple vinaigrette

Entrees –

- Fish
- Chicken Piccata
- General Tso vegetables
- Sides - Potato gratin gruyere and Sesame broccoli

Dessert - Chocolate and banana mousse trifle

Please Let Bonnie know if you are attending by **April 25**

1. Publicity – Nancy Borden Diane Coniglio

- April 5 Heirloom Garden program was publicized via town-wide emails from Andy Schulte (2 times) and Christine Collins (library), online local calendars (Patch and Seacoast Online), GIGC Facebook page, and GIGC website.
- Plant Sale publicity is ongoing. Nancy and I met with Glicka at the end of February to get things moving along and we are ahead of last year's schedule. We will be requesting help from general members to post flyers around New Castle, Portsmouth, and other nearby towns. A Google Doc sign up will be provided via the GIGC website at the appropriate time. We also need a member to help Nancy Borden post lawn signs around town a couple of weeks prior to the program.

1. Website – Pat Wilson, Wendy Tauber:

- Nothing new to report this month

Unfinished Business:

- **Plant Sale May 21, 2022- Glicka Kaplan**
- Plans are moving forward. A second letter to the GIGC membership will go out after our April 5th GIGC meeting. The letter will include details on plant sale preparation, volunteer needs and schedules.
 - Digging Date **May 5th @ 11 am**
 - Biggie will also send out instructions on “how to procure your plants” which will include information on Jumping Worms
 - There will be 4 Drop off locations (TBD) with trucks
 - Treasures will be accepted at the Rec Center on **May 20th only**
 - DPW will set up tables at **May 20th @ 1pm**
- **Garden Tour Task Force for 400th Anniversary in 2023- Julie Thomas**

- Target Date for 400th Anniversary **Garden Tour** is June 17th. The Guild, Church and Historical Society have expressed interest in supporting this endeavor. GIGC might consider sending financial support to the Historical Society, who plans on landscaping the grounds of the Historical Society.
- Claudia is seeking members and ideas for programming moving forward

New Business:

Announcements: Julie Thomas will preside over the meeting April 5th since Barbara Moore is traveling

Time of Adjournment: 9:53 am

Motion to Adjourn: 1st Julie Thomas. 2nd Diane Coniglio

Unanimous Approval

Submitted by Recording Secretaries:

Mary Briggs

Linda Patchett

Board Meeting

Fe. 23, 2022, 9am on Zoom

Board Present: Nancy Borden, Mary Briggs, Bonnie Brown, Diane Coniglio Kathy Mathews, Barbara Moore, Jane Page, Linda Patchett, Wendy Tauber, Claudia Wilbur, Pat Wilson

Board Absent: Biggie George, Mary Pat Gibson, Pat Lenz, Kathy Mathews, Astrid Weeder

Approval of January 26, 2022 Minutes: Motion to Accept: 1st Claudia Wilson
Unanimous Approval

Reports of Officers and Committees

• **Treasure's Report - Jane Page**

- Beginning Balance: \$13,693.33
- Total Income: \$80.00
- Total Expenditures: \$784.35
- Ending Balance: \$12,985.98

2nd Bonnie Brown

• **Corresponding Secretary's Report - Kathy Mathews presented by B. Moore** • Get Well Cards sent to Denny Turmelle and Pat Wood

• **Committee Reports**

Civic – Biggie George

- **Town Hall, Post Office - Biggie George presented by B. Moore**
 - Biggie cleaned up the Post office and Town Hall plantings, but it was difficult to clean all areas due to mud or frozen ground. Decorative lights remain at Town Hall
 - **Boat** - Bonnie stated the “Christmas tree is still in the boat” which raised the question on who is responsible for the boat. The following board members volunteered to oversee boat maintenance. (Bonnie Brown, Jane Page Brenda, Wendy Tauber, with Ann Tarleton’s guidance). Barbara Moore suggested that the boat be included in the water maintenance schedule.
- Pat Wilson suggested the board to be cognizant of involving general membership for different projects. By involving the general membership, we eliminate board burnout and encourage members’ involvement.

Programs – Claudia Wilbur

- Art in Bloom Road Show, Tuesday 3/1/22 @ 10am Membership meeting will follow
- The Heirloom Garden: Traditional Plants and Skills for the Modern World, Tuesday 4/5/22. We hope this can be a hybrid meeting, with social time @ 9am and the presentation at 9:30.
- *Details and Zoom link at www.greatislandgardenclub.org*

Publicity – Nancy Borden

- Flyers, Posters, Emails, are being created for our programs. People can count on seeing the posters at the Town Hall, Post Office, Library and the Yellow House. Special recognition to Andy Schulte (andyschu1@aol.com) and Christine Collins for sending out Garden Club information to their mailing lists.

Website – Pat Wilson, Wendy Tauber:

- A Zoom link and passcode for the recording of last month’s Bee Keeper speaker is on the website for anyone to access. Pat was disappointed that a passcode is needed she will try to make the directions clear. If anyone has a suggestion to make it better let pat know.
- The Zoom link for next week’s meeting will be on the website as soon as Claudia sets it up and emails it to Pat.

Unfinished Business:

- **Plant Sale** – The possibility of inviting the Guild to have a bake sale at the Plant Sale was discussed. Most members expressed approval of the idea.
 - **Garden Tour Task Force for 400th Anniversary in 2023 – Claudia Wilbur and Glicka Kaplan**
- Several ideas are being explored:
- o Working with the Historical Society, who hope to plant a garden on their property
 - o Work with the Church/Guild on a potential bake sale
 - o Identify other organizations that might be affected or enhanced by our 400th

(Pontine, Portsmouth Pocket Gardens). Glicka Kaplan has contacted Pontine Committee to notify them we plan a New Castle Garden Tour in 2023. Pontine told her they had not planned anything yet. Glicka will keep us posted as plans are finalized.
o Julie T. will take thoughts back to the Task Force for the town's 400th birthday
Motion to Support: 1st Julie Thomas 2nd Claudia Wilbur Unanimous Approval

New Business:

- **Ad hoc By-Laws – Julie Thomas** (Committee members- Barbara Moore, Pat Lenz, Mary Pat Gibson, Ann Tarlton)
- Minimal administrative changes including:
 - o the possibility of adding a Finance Committee
 - -related to that, including a procedure for collecting dues
 - o adjusting the nominating process so that the board and committee positions change over in alternating years, to prevent key positions from all being led by new people at the same time.

Time of Adjournment: 9:40 am

Motion to Adjourn: 1st Mary Briggs 2nd Claudia Wilbur Unanimous Approval

Submitted by Recording Secretaries:

Mary Briggs Linda Patchett

Board Meeting Minutes

Jan 26, 2022/9:02 am via Zoom

Approval of Minutes: Dec. 29, 2021 minutes Amended & Approved

Motion to Accept: 1st Mary Pat Gibson

2nd Claudia Wilbur

Reports of Officers and Committees

- **Treasure's Report - Jane Page**
 - Beginning Balance: \$14,330.63
 - Total Income: \$1222.00

- Total Expenditures: \$1862.30
 - Ending Balance: \$13,690.33
- **Corresponding Secretary's Report- Kathy Mathews:** Reports a "Thinking of You" card was sent to Kathy Hollister; Board suggested a Sympathy card be sent to the family of Diane Appleton, a long time Garden Club member & past President.

Committee Reports

1. **Civic – Biggie George**
 1. **Town Hall, Post Office - Biggie George:** no report
 1. **Village Garden, Town Landing - Mary Pat Gibson:** No report
 1. **Rec Center – Susan Gough:** no report
 1. **Boat:** no report

Hospitality – Astrid Weeder: no report

Membership – Mary Pat Gibson: Acknowledged the Publicity members for an outstanding job with the last public meeting on Invasive Plants in January. The event held on zoom, hosted 24 club members out of a total of 81 participants.

Nominating – Pat Lenz

Programs – Claudia Wilbur: The Beekeepers program set up by Julie Thomas will be hosted next Tues, Feb 1, 2022 by Wendy Tauber on Zoom.

Publicity – Nancy Borden: Acknowledged the positive response to the January program as well: Scheduled to meet next week with Glicka Kaplan to start planning for the the spring Plant Sale.

Website – Pat Wilson, Wendy Tauber: The Homepage has been updated with the programs for February and March. Requesting that all members review their contact information in the Directory on the Members Only Page for any changes needed. The Newsletter is sent from those emails.

Unfinished Business: None reported

New Business:

1. **Plant Sale:** Glicka Kaplan was unable to attend the meeting today but reported on the following regarding the Plant Sale:

The sale will be held as a hybrid model, taking place in the NC Recreation Center & in the surrounding outdoor spaces. Glicka has applied & received verbal permission from the Select Board; this needs to proceed to a formal request.

1. **Garden Tour Task Force:** Barbara Moore announced the Task Force co-chaired by Glicka Kaplan and Claudia Wilbur. Pam Cullen is the Task Force liaison with the town and Karina Drumheller, Brenda Scolaro, Marsha Sieve, Ann Tarlton, and Julie Thomas have agreed to serve on the Task Force this spring.

1. **Status of fundraising task forces:** Wendy Tauber raised a motion to consider adding a Committee for Fundraising; Motion 1st: Linda Patchett 2nd: Julie Thomas

Julie Thomas will be heading up the Bylaw Task force to add this Fundraising Committee.

1. **More Public Meeting Programs:** Pat Wilson proposed that the next 3 GC meetings be offered to the public via Zoom; to reduce the cost of publicity and maximize outreach, the following suggestions included: emails via the town through Andy Shulte and the Library, posters in town, GIGC website & local postings through Seacoast online, Patch etc.

Motion to approve: 1st: Pat Wilson 2nd: Biggie George

Program Information: (In general Meeting Mins only)

Announcements:

Adjournment:

Motion to Adjourn: 1st Julie Thomas

2nd Biggie George

Time of Adjournment: 9:33am

Submitted:

Mary Briggs

Linda Patchett

Recording Secretaries

Board Minutes

December 29, 2021

Great Island Garden Club-(GIGC) <https://www.greatislandgardenclub.org>

Time/Place: December 29, 2021 @ 9:00am via Zoom

Attendees: Mary Briggs, Bonnie Brown, Diane Coniglio, Biggie George, Kathy Mathews, Barbara Moore, Jane Page, Wendy Tauber, Julie Thomas, Astrid Weeder, Claudia Wilbur, Pat Wilson

Review and Approve Minutes: November 2, 2021- Barbara Moore
Motion 1st Claudia Wilbur 2nd Jane Page

Review and Approve Minutes: December 8, 2021-Barbara Moore
Motion 1st Mary Briggs 2nd Diane Coniglio

Treasure's Report- Jane Page:

Total profit for merchandise sales from Harvey's Apparel: \$1200.00. Currently reviewing final deposits; no further transactions to report.

Corresponding Secretary's Report- Kathy Mathews:

Reports two "Get Well" cards were mailed to members.

Gardens and Committee Reports

Civic Town Planting, Town Hall, Post Office - B. George:

The DPW was consulted regarding lights for the library and the Rec Center; new outdoor extension cords were installed by DPW at the Library. Brenda Reynolds and her family installed the library lights.

Publicity – Diane Coniglio:

Diane reported that a town-wide email would go out this week regarding the Invasive Plant Presentation on January 4, 2022, which is open to the public. Julie Thomas has distributed the posters for the event around town. Large attractive postcards for the event were mailed to New Castle residents; postings for the event were sent to Patch, Seacoast Online, GIGC Facebook & website & New Castle Facebook. Members are encouraged to continue to spread the word about the event. Andy Schulte will be sending out an email to NC residents on Jan 3rd. Barbara Moore complimented Nancy & Diane for the great work done with publicity for this event.

Programs- C. Wilbur

Barbara Moore expressed thanks to Pat Wilson for a lovely program touring the wreaths and decorations at Strawberry Banke on December 14, 2021. Thank you also to Asrid Weeder for arranging refreshments at the event.

Upcoming programs:

- February 1, 2022: “Beekeeping” will be presented by Joe Marttila via Zoom; facilitated by Julie Thomas; Wendy Tauber volunteered to host the Zoom call.
- March 1, 2022: “Art in Bloom,” facilitated by Brenda Scolaro
- April 5, 2022: Heirloom Garden Presentation by John Forti

Website – P. Wilson, W. Tauber:

An email reminder will be sent out on January 3, 2022, to the GIGC membership regarding the Invasive Plants Zoom call at 7:00 PM on January 4, 2022.

Old Business:

Barbara Moore asked the Board whether they would like to suggest modifications to submitted by the Mission Statement Revision Task Force, or whether they would endorse revised Mission Statement.

Motion to Endorse the revised Mission statement:

Motion 1st : Claudia Wilbur **2nd** : Diane Coniglio

The Board endorsed the revised statement, which will be presented to the Membership for a vote at the Annual Meeting in June 2022.

New Business:

- Barbara Moore stated that Committee Chair positions are held for 2 years and all the present committee chairs are due to change at the end of this 2-year term in the spring, leading to too much turnover at one time. The suggestion was made to stagger at least half the chair positions to avoid a loss of continuity. Julie Thomas suggested that half the members stay on for an additional year this term, and when Julie assumes the President’s position in 2023, the other half of the committee chairs will be reappointed. Board members agreed.
- Garden Tour Task Force: Barbara will call a kick-off meeting of those who signed up to evaluate the feasibility of a Garden Tour vs a Plant sale in 2023 and determine what needs to be put in place this winter and spring if the Club decides to go forward with this project.
- Questions were raised about how to attract new members; Pat Wilson also raised the issue of the challenge in attracting new Committee Chairs. Julie

Thomas suggested implementing “co-chair” positions to help attract more volunteers.

Meeting Adjourned @ 9:32 am

- **Motion 1st Julie Thomas 2nd Pat Wilson**

Submitted 3 January, 2022

Mary Briggs, Linda Patchett, Recording Secretaries

Board Minutes

December 8, 2021, 9:00 am

Great Island Garden Club. (GIGC) <https://www.greatislandgardenclub.org>

The purpose of the Great Island Garden Club shall be to stimulate the knowledge and love of gardening and horticulture while assisting in community beautification.

Board Present: Biggie George, Mary Pat Gibson, Barbara Moore, Jane Page, Linda Patchett, Nancy Borden, Mary Briggs, Wendy Tauber, Claudia Wilbur, Diane Coniglio, Pat Wilson, Julie Thomas, Astrid Weeder

Reviewed Nov.2, 2021 Minutes but failed to approve Nov.2, 2021 minutes: Minutes to be approved at Dec 29, 2021 meeting

Comments & suggestions were proposed by Mary Pat Gibson regarding the format of recording GC meeting minutes; A brief discussion to consider the benefits of a narrative style vs. bullet form was outlined . A follow up review is planned by the Recording Secretaries & the President.

Treasures's' Report- Jane Page:

The Treasurer reports an active month with deposits & payments made to Harvey Apparel for the GIGC apparel fundraising; Refer to Treasurer's report for details.

Corresponding Sec Report- Kathy Mathews: No report submitted

Civic Committee , Town Hall, Post Office B. George :

Assisted by Jane Page, 2 trees were purchased & planted at the Town Hall & decorated with lights. The window boxes from the Town Hall were removed and stored in Pat Wood's garage . Eight wreaths with red bows were purchased from the Guild & placed at the P.O., Town Hall, Library and Common sign. Several members gathered various greens & red berries to decorate the window boxes on 12/09 in Pat Wood's garage. Due

to safety concerns using ladders, Xmas lights on the Magnolia trees at the library entrance were deferred. Plans to seek help from male members Mary Pat Gibson The Village Garden was successfully cleared of plantings for the winter; new members participated in the garden project. The activity was a successful way to involve new members in a face to face project in view of the need to conduct meetings on zoom this year. The primary goal is to keep the club members active & engaged during these challenging times.

Publicity– Nancy Borden

Update on the Jan 4, 2022 program on Invasive Species:

Nancy Borden is planning on submitting an article on the upcoming event to the Portsmouth Herald; A postcard with a “plant monster” is being created by Diane Coniglio & will be mailed to all NC residents around Dec 23/24, 2021; Color Flyers will be available throughout town around Dec 17; Pat Wilson & Wendy Tauber will be uploading information on the speaker’s bio and further details on the GIGC website. Social media posts are in progress.

The MT school PTO has been contacted & an email will be sent out on Dec 8th to all MT parents & staff regarding the program ; information will refer guests to the GIGC webpage for the zoom link; Andy Schulte will post a save the date memo on Dec 20th & a reminder notice on Jan. 3, 2022

Due to the rise in COVID cases the Health Officer Kathy Hollister has recommended the Jan program be held on zoom; A motion for the zoom meeting was made by Diane Coniglio, 2nd by Jane Page. Visit the GIGC website for zoom information on the Jan 4, 2022 event. Members will get the zoom link from the committee.

Website– Pat Wilson, Wendy Tauber:

Pam Cullen has resigned as website archivist due to a return to her responsibilities at the Town Hall. The club is looking for a new volunteer; Interested parties should contact Pat Wilson or Barbara Moore.

The Home page: Supported the Guild by posting the Pie Sale pick up on Nov 19th & Greens Sale last Sat along with our apparel sale. It was much appreciated by the Guild. Current home page has information on our meeting next Tuesday at Strawberry Banke.

Membership – no report

Old Business: Report on Apparel sales by DeeDee Hammer:

Apparel sales: GIGC total profit of about \$680.00 from the mail order sales in Nov, through Atlantic Sportswear in Portland Maine; Atlantic Sportswear also provided some free items to sell.

The club has also sold additional items at 2 Guild events; the Guild has offered to sell more inventory at their upcoming events

Special thanks to DeeDee, Pat Wilson & Jean Shields who have helped man the tables at the Guild events.

New Business: Glicka Kaplan presented ideas regarding plant sale dates for 2022. After consideration of dates in May, it was decided to schedule the Plant sale on May 21, 2022. Further discussion regarding a full outdoor sale due to the success last years’ sale at the Commons. A hybrid model was suggested in the event of inclement weather. Glicka plans to attend future Select Board meetings to consider the hybrid model & use of the Rec Center.

Follow up:

1. Complete Vote on Motion to accept November Meeting Minutes 2. Complete Vote on Motion to accept the revised Garden Club's

Mission Statement

Meeting Adjourned @ 9:59am - Motion 1st Claudia Wilbur

Respectfully submitted,

Mary Briggs

Linda Patchett Recording Secretaries

2nd Pat Wilson

Board Minutes

October 20, 2021

Board Present: Bonnie Brown, Biggie George, Mary Pat Gibson, Barbara Moore, Jane Page, Linda Patchett, Kathy Mathews, Nancy Borden, Mary Briggs, Wendy Tauber, Claudia Wilbur, Diane Coniglio, Pat Wilson, Astrid Weeder

Board Absent: Pat Lenz

Review and Approve Min. 9/29/2021- B. Moore Motion 1st Claudia Wilbur 2nd Jane Page

Motion to amend previous meeting minutes: Mary Pat Gibson- note there will be no fall plantings in the Village Garden

Treasurers' Report- Jane Page

Statement 10/19/2021 final update: \$1,784.77 Follow- Up: Proposal by Mary Pat Gibson to separate expenses of Town Landing Project from the School Garden for future archives; Julie Thompson will assist Jane Page in separating this line item on treasurer's spread sheet

Corresponding Sec Report- Kathy Matthews

no report

Civic

Town Hall, Post Office- B. George Fall plantings successful, completed on 10/6/2021 Village garden and fire station will have no fall plantings.

Town Landing/Coast Guard Station MP Gibson

The 5 month project was completed this am with the installation of a park bench, recovered & restored by Mary Pat & placed near a 10 inch granite navigation / boundary marker

Project began in June 2021: volunteers cut invasive plants.

July 2021: committee of 3 GC members & 1 town conservation member formed to address concerns about shoreline exposure; committee met for 3 months, researched &

established plans with DES Concord, NH for purpose of learning shoreline protection procedures.

Goals: Protect shoreline & beautification of the public space
Enhance the environment of native plants & trees

Document facts for future reference for Garden Club to address any issues that may arise in the future

September 2021: shrubs purchased from nursery in Maine; soil dug & amended; 37 native shrubs were composted, mulched, planted & labeled along the designated shoreline, parking lot & sloped areas: the Linden tree was pruned: the Fire Dept will continue to water the shrubs over the next couple of weeks.

Total of 23 active volunteers participated in the project from June to the present including 12 Garden Club members & 11 community workers

Barara Moore proposed that this project may be used in the future garden tour;

Biggie George: need to order more GC planting signs

The Boat – Bonnie Brown needs to update the fall plantings, Ann Tarlton will do planting

Publicity– Nancy Borden

Apparel sale update, opens today @ 4PM; Diane Coniglio created flyers with images of the apparel: Pat Wilson posted information on the website & a link; 6 emails & 5 posters have been created throughout town including: Church Guild, PTO, Men's coffee, Historical Society, Church; QR code on link can be scanned with phone camera until 10/27/2021 @ 11:59 PM

Orders will be completed as they are received

Hospitality – A. Weeder- C. Surianello

Website– P. Cullen, P. Wilson, W. TauberLink re: apparel sale will be posted on the home page; archives updated with a drop down; Home page : most current activity Board meeting minutes will be posted by Pam Cullen; Newsletter will go out 10/21/2021

Membership – MaryPat Gibson nothing new reported

Programs—C .WilburNov 2, 2021 Zoom: Jana Milbocker presenting Garden Tours of New England

Dec 14,2021: Holiday Luncheon under review due to COVID rise in NH;

Follow Up: Diane Coniglio plans to update COVID information with the local Health Officer & discuss further with B Moore; Barbara Moore will consult with Board on Health

Officer's recommendations; Wendy Tauber volunteered to make up a survey form for members input on attendance at the luncheon. Country Club requires minimum of 25 attendants & should be kept informed due to scheduling purposes.

Old Business: Members meeting in 2 weeks; B. Moore to send out reminder; Requisition forms to be sent out to board members by B. Moore

New Business : Barbara Moore reported new mission committee members: Pat Wilson, Jane Page, Beth Barnhorst
Garden Tour Committee still forming.

Meeting Adjourned @ 9:51

• **Motion 1st Mary Pat Gibson**

2nd Claudia Wilbur

Board Minutes

September 29, 2021

Great Island Garden Club. (GIGC) <https://www.greatislandgardenclub.org>

The purpose of the Great Island Garden Club shall be to stimulate the knowledge and love of gardening and horticulture while assisting in community beautification.

Time /Place

Board Meeting Sept, 29, 2021 @ 9.00 AM

Call in Number/Place

Common, Pavilion #2

Board Present (10)

Bonnie Brown, Biggie George, Mary Pat Gibson, Barbara Moore, Jane Page, Linda Patchett, Claudia Wilbur, Pat Wilson, Kathy Mzthews, Nancy Borden,

Board Absent (6)

Astrid Weeder, Pat Lenz Mary Briggs, Wendy Tauber, Julie Thomas, Diane Coniglio

Review and approve 9/8/21, 2021 Board Min.

B. Moore

Board unanizously approved

The Process for processing Board minutes

1. Rec. Sec takes (Draft) min
2. Rec. Sec submits Draft Min. to President
3. President suggests any additions or corrections and returns document to Rec. Secretary.
4. Rec. Secretary makes final changes and creates a PDF version.
5. Recording Secretary emails Draft PDF to Board members.
6. At the next Board meeting the minuets are reviewed and approved by entire Board
7. Rec. Sec removes "Draft" from document title and submits approved PDF minutes to Web Experts (W. Tauber & P. Wilson) to upload to Member Only Web page

Corresponding Sec. Report

K. Matthews

GIGC acknowledged and supported the following members:

- A. Weeder post-op
- A. Tarlton upcoming surgery
- Diane Coniglio sympathy card

Follow-up with A. Tarlton

Treasurer's Report

J. Page

1. Approved Motion-MP Gibson 2nd -N. Bordan
2. J. Page requests all members use the "requisition form for payment of receipts."

1. Once Treasurer's report is approved J Page sends the report and bank statement to Web Experts (W. Tauber, & P. Wilson) to upload on Member only Web page
2. Requisition/payment form will be posted on the Web for members. This form should accompany any request for payment.

Gardens and Committee Reports

Civic Town plantings Town Hall, Post Office

B. George

Chairs resolved the dates on when to buy and plant the fall gardens which are affected to weather, rain, and the overlap of people committed to work on multiple projects.

Committee Chairs BG and MPG came up with a plan and they will notify their committees

Village Gardens/Fire Station

MP Gibson

No news

Town Landing

MP Gibson, J. Schwartz

Grasses are doing well, Poppies popped at unexpected time, Garden Club will track,

The Boat

B. Brown

Looks great

Publicity

N. Borden

Offered to help in any way to promote programs

Hospitality

A. Weeder

C. Surianello

Once we move to Zoom meeting we will not need refreshments.

B. Moore will notify AW, CS and the next hostesses

Members will be asked at the Tuesday meeting how they feel about attending the December luncheon.

Website

Wendy Tauber-(focus on E commerce Newsletter), Pat Wilson-, Pam Cullen joining

- Revision of Website to make it "User Friendly"
 - Landing Page goes away
 - Drop down menu
 - Member only section

The intent is to demonstrate all that GIGC does

Send info to both Pat and Wendy they have a clear understanding of the division of labor and it would be difficult for all members to remember what they each do as individuals.

- Membership

MP Gibson

No new members

MP reached out to 4 people including those people who requested a family membership however did not hear back.

Old Business

Apparel Sales

Moore presented for D. Hammer

Approved Motion - C Wilbur

2nd J. Page

A high quality distributor has been found to produce the GIGC clothing's, colors may be limited to black, navy, grey. DH will order a variety of samples. The Church Guild has welcomed the GIGC to have a table at their Pie Sale before Thanksgiving and Wreath and Tea Bread Sales in early December to show the samples. The Board approves DH to purchase up to a \$1000 in sample apparel.

New Business

Discussion of Covid Protocols

We will continued to be guided by the New Castle Health Officer and make our decisions accordingly.

Discussion of open/closed Board Meetings and Board Minutes

Approved Motion-C Wilbur 2nd MP Gibson

In the past this has been a President's decision. We will address a change in the by-laws. In the meantime we will be inclusive: members may attend Board Meetings, and Board minutes will be posted on the Members Only section of the Website. Modify By-laws regarding open Board meetings for all members.

Meeting Adjourned @ 10:14am

Approved Motion

Next board meeting Oct. 20

Potential Future Agenda Items

- Archives content
- Mission Statement (In particular, should "care of the environment" be added?)
- Minor by-law modifications (see past minutes for suggested modifications)
- Income Streams.
 - A New Castle Garden Tour in Spring/Summer 2023 for New Castle's 400-year anniversary
 - The Pocket Garden tour in Portsmouth sold well over 1,000 tickets at \$20 - \$25 per ticket.
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