



Hardy Plant Society of Washington

Purpose: Board Meeting

Date: January 2, 2012

Location: NE Branch Library

Participants: Bob Lilly, Pam Perrott, Stefani Cushing,
Kandy Kroll, Coral Wilde, Alice Brewer, Terri Bates.

Absent: Caroline Zebroski

1. Agenda

- a. progress on taking credit cards at our sales
- b. Flower and Garden show – Paul Smith and plans for our booth
 - i. Work party at Arboretum yesterday
- c. Plant sale date?
- d. Public garden progress
 - i. Soil spreading
 - ii. Garden shed design
- e. update on logo/brand progress – Grace
- f. membership renewals - Kandy
- g. thank you letter for donations – Kandy
- h. any other business?

2. Project Report – Seed Exchange

Kandy told Grace that the HPSW seeds email account is not reaching her. **Grace and Kandy** will work on it.

3. Project Report – Plant Sale

We talked about the Plant Sale date. Alice and Pam looked up the dates of other plant sales in April and early May. Easter is April 8th. The NPA sale is 4/22. Tilth is 5/4. We decided on April 15th for our sale. **Pam** will contact Lauren Fortune to see if this date is open for the NHS Hall.

Bob scheduled 2 potting up days, February 26 and March 4th. **Pam** needs to send an email to the membership listing those potting up parties.

4. Project Report – NWF&GS Booth

There was a successful work party to collect material for the woven wicker panels at the Arboretum on New Year's Day. Terri, Paul, Stefani, Coral et al came. The F&G show committee is meeting right after this board meeting with Paul to discuss the design. Terri asked about the F&G show budget. It's \$600, which does not include the booth rental. We'll spend about \$200 on printing the postcards and a plant sale book mark. There will also probably be some incidentals. Thus Paul could spend up to about \$300 on plants if needed. We agreed the large 11x17 photos aren't needed. Lynne is picking out photos for the postcards, which we do like. We'd like a foot-preserving mat of some kind. Pam offered the one she'll get from her cousin. We also discussed aprons. We want 2 green aprons with the color logo on them – for the 2 people in the booth to wear. CafePresse doesn't offer green aprons. Grace will investigate other possible sources.

5. Project Report – logo

Grace reported that she asked the designer (her brother) to do four logos: with 'HPSW' below the graphic (not overlaying it) and with 'Hardy Plant Society of Washington' below the graphic, both of these in black and white and in color – so four versions. She has these logos and will make them available to the board. She may put them on a web page that is hidden and send us the URL. She will send us the invoice for the logo work soon. We will put the logos on the CafePresse website so people can order t-shirts if they want them.

6. Project Report – Public Garden

We needed to buy soil to replace the weedy soil that was removed by the UW and they were in a hurry for the beds to look better. Grace ordered soil from Pacific Topsoils to be delivered Weds 12/21 and Thurs 12/22. We had a successful work party Thursday 12/22 to spread the soil into our garden beds. Unfortunately, the second load of

soil was delivered before we arrived on Thursday and was dumped further from the bed than we wanted, so there was more work than we expected to shovel it to where it needed to be.

We still need more soil. The soil so far cost \$650 for each load and we bought 2 loads. So, \$1300. David suggested he can level the site for the shed and put the dirt in our garden bed. It will have twigs in it. That amount is probably half what we still need.

We then talked about our shed. Grace said she's priced the shed up to the rafters and so far it costs about \$700. She estimates with the rafters and roof it will probably cost \$1000. There is no schedule yet.

Grace will be meeting with a person who wants the metal roofing sometime in January to remove it. Grace will also do a work party to take the current structure apart so we can reuse the wood.

David has promised to level the site and to supply 2 cubic yards of gravel that the shed will sit on. We'll need to tamp down the gravel. Grace said she'll need a generator for the days she's there cutting wood. She wants to be able to use an electric saw, for example. Terri said she may be able to supply a generator.

Bob drew a diagram of the first garden bed on the whiteboard. He showed the location of the existing magnolia, and of 2 tree peonies we plan to plant there. He showed that we'll need to sheet mulch with cardboard around the existing Magnolia tree, since the soil couldn't be removed there. To the north side there's existing horsetail that wasn't removed with the soil removal, which we'll have to weed out. And to the southwest corner there's grass that needs to be removed. We can probably sheet mulch there and just not plant it right away. We brainstormed plants to put in the bed. We liked such things as Chrysanthemum 'Bronze Elegance', Ninebark, a new dark red Crososmia, Barberries, including a yellow leafed one, Oakleaf

hydrangea, a nice purple Bergenia, and a yellow Witch Hazel. The color scheme will be yellow, orange, copper, maroon and purple. Bob needs to submit a planting diagram. After he finished, Bob photographed the whiteboard sketch. He'll use it as input to his planting diagram.

7. Project Report – website

Grace said she's set up Mignonne Maxwell with administrator capabilities for the website, so if something happened to Grace, Mignonne could update it. Mignonne is familiar with WordPress, the program we use for our website. She will also give author responsibilities to several board members. Grace and Pam are meeting about updating the website on Tuesday Jan 3rd.

8. Project Report – membership

Kandy and Pam reported that they will do membership this year. Kandy will send out a notice with a membership form – or at least send the notice to Pam to send out. Pam needs to keep the membership list current because of sending out the emails. Kandy needs to deposit the checks. Anne Potter has gotten the membership reply postcards to Kandy. We have about six renewals already. Kandy will bring renewal forms to the January meeting. Grace has printed membership forms with the new logo on them. Kandy wants to revise the form – she feels the form we used in 2011 was confusing. Grace said she has revised it already.

We discussed asking 'why do you want to join HPSW' and providing a space for people to fill in. And then ask if they are interested in volunteering and list the website, the plant sale, the bulb sale, the F&G show booth, the seed exchange, etc. Grace and Kandy will work on the form.

9. Progress on taking credit cards for our plant sales

Stefani reported that Intuit is the best program to use. We can pay as we go with no monthly fees. This would cost 2.7% of the transaction amount if a card is swiped or 3.7% if a card number is keyed in. They supply a widget to scan credit cards. It can attach to an iPhone, Android phone, or Blackberry. Or, we can pay 12.95 a month and the percentage charged drops to 1.7% if scanned and 2.7% if keyed in. A quick calculation estimated that we'd be about even either way, if most of our transactions involved credit cards. We decided to start without the monthly fee and see how much volume we generate and revisit the decision next year. **Stefani** will follow up and get the program.

We also briefly discussed using PayPal on our website for memberships. **Grace and Stefani** will follow up. Grace has a long list of website changes, and this is just one of them.

10. Other business

Kandy received a nice large donation to HPSW before the end of 2011. **Kandy** needs some letterhead with the new logo on it to send a thank you letter. Bob said it should be hand written. **Grace** will print up some letterhead with our new logo on it and get it to Kandy. **Kandy** also said she needs to send out a reminder about giving donations to HPSW next December. And **Kandy** needs to add a donations place on the membership forms.

Pam reported that Deborah Stuteville sent a resignation email to the board (and a hard copy to Bob). We agreed we need to send her a heartfelt thank you for all the work she's done in the past 2 years. We next discussed the Miller Garden tours. Do we want to do the tours again? Pam said they filled for both the spring and fall tours this year. We've gone in April and May, and in September and October. We

decided to ask for June and October this year. **Alice** will ask for June and **Pam** will ask for October.

11. Next Board Meeting February 6, 2012 at the NE Branch Library,
6pm