



Hardy Plant Society of Washington

<http://www.hardyplantsocietywa.org> ❖ PO Box 77556, Seattle WA 98177

Purpose	Board Meeting
Date	Mar 5, 2012
Location	NE Branch Library, Seattle Public Library
Participants	Kandy Kroll, Pamela Perrott, Coral Wilde, Grace Hensley, Bob Lilly, Alice Brewer, Stefani Cushing
Absent	Terri Bates, Caroline Zebroski

Agenda

1. Progress on taking credit cards at sales
2. Public Garden Progress
 - a. Garden Shed Changes
 - b. Planting dates?
3. Plant Sale progress
 - a. Potting up parties
4. Seeds progress
5. Membership renewals
6. Change membership meeting day from Monday?
7. any other business?

Treasurer's Report

1. **Stefani** has not made any progress on taking credit cards due to other commitments. We, however, will be able to take credit cards at our April plant sale.

Project Reports

1. Seeds

- a. **Terri** and **Kandy** will sell seeds (50% of proceeds to HPSW) at the NHS Spring Ephemerals Sale, Friday March 9th, 9am-4pm at CUH. The sale will be inside the Miller Library. We will hand 50% of our profits to the Miller Library directly (not through NHS). **Kandy** can bring signs indicating seeds for sale inside the Library. The library will provide one of their meeting rooms for the seed sales.

2. Plant Sale

- a. Banner
Kandy has investigated banner pricing. We got an amazingly good deal last fall, with the banner costing about \$40. A similar size banner will be \$187 now, but there are specials coming. **Stefani** will put the banner design (lettering plus our new logo) into Publisher and contact the person Kandy talked to. The person said to order it but not pay for it yet as there are specials coming, so we will get a better price later on. Smaller banners would be cheaper, but we thought we need the big one. **Grace** will make sure **Stefani** has the logo.

Since the banner now costs a lot, we want to be able to change the date with a Velcro piece. Kandy should investigate how much it would be for a small strip of the same color vinyl with only the date on it. We can attach Velcro to the banner and to the small piece to change the date for next year.

We'll end up with 2 banners, one for the plant sale and one for the bulb sale.

Pam needs to apply for a permit to put up the banner. Presumably, since we were prompt about taking the banner down last fall, the permit will not be a problem.

Kandy doesn't know where the bulb sale banner is. **Pam** will email Terri and ask if she knows.

- b. Plant Layout and signage (Hold area, Plants This Way, Cash Only, Credit Card, Exit, Bathrooms)
- c. Postcards were distributed by **Bob** to the board members to send to their friends. They are blank on the back. Pam took a large stack. **Pam** reported she has typed in the people who signed up to be contacted by email at the bulb sale, and the people who gave us checks. **Pam** will make name labels from the check people and will make labels that have the plant sale info on them, to stick on the postcards. We thought the plant sale info could be on a larger label, since there's more info – our name, our URL, and the plant sale place and date. **Stefani** will send the PR list to Pam and **Pam** will make labels from that list, too. **Bob** offered to actually send the postcards if the labels are pre-made. Pam can leave stuff for Bob at Kandy's.
- d. **Pam** reported she typed up the plant sale list and gave it to Bob on Saturday, and emailed it to Grace. **Grace** has put it online. Pam is still receiving plant lists from Bob. Pam gave Bob a printout of the first 3 lists Bob has given her, and Bob gave Pam an edited version of the list from Saturday, as well as more plant lists. **Pam** sends the plant lists as she updates them, to **Grace**, who then sorts them and puts them online. We wanted a statement that some plants may not be ready for sale on April 14th.
- e. Bob reported he's communicating with CUH about our room reservation for April 14th, to be sure we have the head space, as well as the Douglas classroom. He has provided a sketch of the table layout for CUH.
- f. We discussed name tags for the plant sale, and for members in general. We thought having the pin-on plastic sleeves plus printed name tags would be good. We thought both first and last name would be good. Kandy has a stock she's brought home from the Space Needle. **Grace** will buy the plastic sleeves and print the name tags, with our logo on them, as well as bring blank tags for people who show up.
- g. We have potted up everything that's been given so far. **Pam** should send an email saying people can still deliver clumps of plants.
- h. We will price plants on Friday April 13th 10-4. **Pam** needs to send an email about the pricing party.
- i. We need to load the plants, and need people to volunteer to load them. We suggested people could load plants on Friday and then deliver the plants on Saturday. We think **Stefani** with her Range Rover and trailer, **Pam** with her Range Rover and trailer, **Deborah Stuteville**, **Grace** with her truck, **Terri Bates**, **Beda Herbison**, **Carol Hooey** and **Shirley Shimada** would transport plants. Grace said that if we had helpers to load, **Lynne Harrison** would transport plants.

- j. We discussed Tally sheets. Pam said there were tally sheets left over from the bulb sale.
- k. We discussed the number of volunteers for each task and thought:
 - i. 2 cashiers. We will have 2 cash registers and 2 credit card swipe devices
 - ii. 4 or 6 tallyers
 - iii. 2 experts, like Susan Carter and Carrie Becker
 - iv. **Kandy** selling seeds
 - v. Runners
 - vi. Loaders. **Grace** has been looking for wagons at Goodwill for loading.
 - vii. We discussed having a hold area. We thought people would want a hold area. If we have one, we need people to staff it for the whole time the sale is on.
 - viii. Counter
 - ix. Email signup on clipboards at the checkout area, plus a roaming person with a clipboard
- l. **Kandy** will ask for volunteers at the March general meeting. Pam will be absent from that meeting.
- m. We discussed boxes. **Stefani** can pick them up at Wells Medina. We thought Stefani should pick them up on Thursday April 12, and deliver them to Kandy's at about 6pm. **Bob** offered to bring them to the sale. **Kandy** will call Wendy Wells to ask for 500 boxes.
- n. **Grace** will stop by Kandy's and take a photo of the plants in their rows, to put on the website.

3. Public Garden

- a. We will order 20 yards of soil from Pacific Topsoils in March. At present, with no shed and no cement pad, we must spread any delivered soil within a day of its delivery. We are planning delivery March 30th and spreading March 31.
- b. We discussed the Cedar Grove donation of 20 yards of compost. They did not include delivery. Delivery will be expensive. We plan to prep the second bed at the March 31 work party, and to get the compost delivered after the April plant sale. The delivery will probably be quite expensive. Cedar Grove said we can apply for an additional donation in May.
- c. **Bob** has not had time to contact Sarah about the plant list. We discussed the fact that we are held up from planting by her not telling us which plants are okay to plant. **Bob** and **Grace** will draw up the plan for the first bed sometime this week and **Bob** will take the plan to Sarah, and say we want to start planting in April.
- d. The shed will be designed and built by UW Architecture students during the April-June quarter. We discussed the inconvenience of not having a shed until then. We think people can bring and store tools in their cars until the shed is built, except when we spread manure. We can probably wash off tools using a hose at the site. We decided we shouldn't volunteer the dollar amount we will donate towards the shed, but we had planned to spend about \$1000 on our own separate shed, so we could donate up to that amount.
- e. **Bob** has asked for a concrete pad next to the shed, so we can have soil or compost or manure delivered onto the pad, and we wouldn't have to spread it immediately. He doesn't know if the UW will build a concrete pad for us, yet.
- f. **Bob** asked that someone start a conversation with the Moo Doo guy. We don't want to buy composted manure yet, but we want to remind him we exist. Bob

said to tell him about our public garden project and remind him Bob talked with him during the F&G show. Pam will contact him.

Membership

1. Pam reported she has sent the membership renewal email. She sent it the day of the board meeting. She edited the emails to remove people who have already renewed.

Meeting day

We briefly discussed changing our meeting day from Monday. We can't do anything until 2013, since we've given out so many postcards with our 2012 dates on them. The problem is Monday holidays, in particular MLK Day in January, which is the 3rd Monday, the same as our meeting. Bob said he'd make a calendar to see which holidays might interfere in 2013, and we can discuss it again later.

Next Meeting

Monday April 2, 2012 at the NE Branch Library, 6-7:45 pm.