

Winter Retreat
January 15, 2018
by Zoom

Attendance: Carol Feider, Linda Halstead, Charlene Hammons, Janet Petersen, Juergen Schrattenholzer, Joyce Parr, Kathleen Cassin, Kathylu Szabo, Linda Carter-Beck, Lisa Artiga, Lorna Inglet, Jamie Majors, Meghan Shepard, Molly Graeber, Sharon Callaham, Tom Martin, Karen Martin, Lea Shanahan, Debbie Burke, Karen Stack, Claudia Hambacker

1. Governance

A. Insurance: It was reported that all paperwork is in and the estimated costs are General Liability \$479 and Directors and Officers \$750. Cost is not firm awaiting estimate in writing.

B. GTEP: All paperwork along with a check has been sent in to the IRS. This form needs to be made fillable online.

2. Policy and Procedures Manual

B. Amendments: Two amendments will be made at the Annual Convention. They have gone through the first review by the Ex. Board and will now go to the entire Board for review. Tom will send. Tom has developed a fillable form will be posted online for use by members. Procedure should be read when completing the form.

C. Writing procedures: A format has been developed and will be used by the committee. There are many new forms and processes that should have procedures written for use.

D. The Bylaws and Procedures will be reactivated, volunteers are needed and a method was explained by Tom as to how they will proceed.

3. Annual Meeting: Linda Halstead presented an overview of the committee's work and detailed information and registration will be forthcoming

4. Communications:

A. A short review of forms developed with the assistance of Allen Deitz, Webmaster, were reviewed. Instructions for use will be written for each.

B. Kathy Cassin, newsletter Managing Editor, discussed that there will be future set dates for the newsletter, there will be more pictures and she wants to implement a photo contest. There will also be guest writers for each edition.

5. Education:

A. The Presidential Guide was reviewed by Lisa Artiga, author. There will be at least three more and she will work with the others to develop these guides. These guides will be posted on the website and Member Club Presidents have received copies and are responsible for sharing them with their members.

B. Flower Show and School: Janet Petersen explained that at least 40 participants are need for the Flower Show school. Member Club Presidents are asked to encourage their members to attend. She explained the required reading and cost. The March Flower Show was discussed and that there are many opportunities for the novice. Also volunteers are need to help.

C. Education: Joyce Parr Scholarship Chair stated that there are no applications at this time and are due February 1. Claudia will remind District Directors of their responsibility to help notify the colleges of universities within their District.

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6. Membership

A. Members Emeritus: Due to time this item will be discussed by Member Club Presidents and will be addressed at a later date.

B. For The Love of Growing: Debbie Burke, President and Lea Shanahan, Vice President were introduced and gave a brief overview of the new club. A check will be written for \$100.00 to the new club.

C. The Associate Membership Form has been developed. All members are asked to identify those who could be an Associate Member within their Districts. These names should be collected by the District Directors so that they might be contacted.

D. The General Membership Form has been streamlined and will be implemented in May. This form is online fillable. Clubs may now directly deposit the State dues check to their local Idaho Central Credit Union. At the time of the deposit they must ask the teller to indicate, that the check is for Club Dues. The receipt will be verification of deposit and the Treasurer will need to reconcile the club's membership form with the bank statement.

It was also reviewed that GCII did not recognize family, couple, for more than one person on a membership. One person; one membership

E. Karen Martin reviewed the March 3 event at Edwards and the need for volunteers. If this event is successful, it will be replicated around the state as a membership event. A call was placed for an assistant for Karen. Membership is a huge job.

F. All Member Club Presidents were encouraged to develop a brochure that would outline the club, its theme, important club information and be used to invite others to become a member.