

The Beatrix Farrand Society
Board of Directors Meeting
Friday, October 7, 2011

Minutes

Attending

Scott Koniecko, President
Carolyn Hollenbeck, 1st Vice President
Judith Tankard, 2nd Vice President
Margot Woolley, Secretary
Dick Habermann, Treasurer
Shirley Beccue
Peggy Bowditch
Neil Houghton
Arthur Keller
Brenda Les
Valencia Libby

Absent

Dick Crawford
Emily Fuchs
Jim Fuchs
Julia Leisenring
Isabel Mancinelli
Diane McGuire
Jim Ross
Lois Stack

Scott Koniecko called the meeting to order at 10:09 AM.

New Board members Shirley Beccue and Brenda Les were welcomed to the Board.

Minutes for the August 6, 2011 meeting were approved with a correction.

Judith Tankard presented the Collections Committee report. Since the last board meeting the Library has received donations of slightly more than 50 books, as well as some photographs, slides, and terra cotta pots. Marti Harmon has donated a three-door glass-front bookcase which will be used for special items in the BFS collections.

Scott Koniecko presented the Exhibitions Committee report. Prior to the establishment of the Beatrix Farrand Society, Patrick Chasse created an exhibition on Beatrix Farrand and her gardens that was displayed at the College of the Atlantic. The Committee would like to augment this exhibition with some new material and make this the summer 2012 exhibition. It was also suggested that Patrick Chasse give a lecture on this topic next summer. This might draw a larger audience than our Barn/ Learning Center can accommodate; it was suggested that the lecture could be held either at the MDI Biological Laboratory's Maren Auditorium in Salisbury Cove or at COA.

Margot Woolley gave the Facilities Committee report. The Committee has received proposals for several items of electrical work at Garland Farm, and plans to move forward with two items shortly: rewiring the shed and wiring repair from the shed to tree and exterior light. In addition, the Committee received a detailed proposal from A.B. & J.R. Hodgkins, Inc. for making the BFS Wing's flat roof and front building wall watertight and installing a gutter. The total cost for this work is approximately \$58,100 or \$64,000 with a 10% contingency. The cost proposal for this work was included in the Committee's handout.

Dick Habermann gave the Finance Committee report. The Society currently has \$34,315 in cash with \$11,509 in restricted funds. Thus there is \$22,806 in cash available for operations. The Society also has \$19,234 in receivables from grants.

The Society's Library currently had nine books each valued at more than \$500. Together, their total value is between \$17,500 and \$20,500.

A motion was made, seconded, and passed that the Collections Chair, or other appropriate committee head, notify the Finance Committee of the value of any gifts received with a value over \$500. The Finance Committee will use this information for insurance and tax purposes. In addition, for any gifts received with a value over \$5,000, the donor will be requested to provide BFS with an appraisal.

Peggy Bowditch provided the Landscape and Garden Committee report. The Committee members have been busy since our last meeting in early August. Both the terrace and holding gardens, which Carolyn Hollenbeck has been working in and overseeing, are in excellent shape.

Brenda Les and other volunteers have been documenting plants in the Wild Garden and Entrance Garden. There is no plant list in the CLR for the wild garden, but a rare orchid has been discovered. Only a few of the Entrance Garden plants listed in the CLR have been located to date. A decision needs to be made whether to leave the Wild Garden as is, remove unwanted plants (such as goldenrod), or remove the undesirable plants and augment them with plants that were on the Reef Point list. In the latter case, the new plants should clearly identified as such.

A cistern, currently at Thuya Garden, was previously located in the Terrace Garden at Garland Farm. It is in very poor condition. If the staff at Thuya does not plan to keep it, it was suggested that BFS find funds to restore it and bring it back to Garland Farm.

Judith Tankard reported that an important goal of the Membership Committee is to have an up-to-date membership list. A discussion is underway in the Executive Committee as to how best to accomplish this.

Peggy presented Lois Stack's Programs Committee report. The Committee proposes a total of six programs and provided a list of potential speakers/topics from which the final programs can be developed. Some of the presentations could be provided in collaboration with the Somes Pond Center.

The Committee is seeking a budget of \$5,000 for the 2012 program. This would allow an honorarium of \$500 per speaker, and a total of \$2,000 to cover speakers' travel expenses.

The Committee identified several deficiencies with Garland Farm's space for programs, including the seating limitation of the barn, acoustics, temperature, and the lack of evening lighting of the grounds.

The Committee recommended raising the fee for events from \$10 to \$15 for members and from \$15 to \$25 for nonmembers. Following a discussion, a motion was made, seconded, and passed to leave the fee at \$10 for BFS members and to increase the fee to \$20 for nonmembers.

The possibility of finding a sponsor to fund an annual lecture was mentioned as a potential fundraising mechanism. This will be referred to the Development Committee.

Judith presented the Publications and Publicity Committee report. Two issues of the Newsletter were published in 2011 and mailed to current BFS members and to a Courtesy List including local historical societies, garden clubs, libraries and other organizations. The deadline for the spring 2012 newsletter is February 28, 2012. This edition will include a list of Programs & Events for 2012.

Shirley Beccue continues to maintain and update the Society's wonderful website. Adding an up-to-date list of BFS members to the Board Member Access portion of the site was discussed. Another suggestion was to provide an electronic option for joining the Society and paying membership dues on-line.

Brenda Les gave the Volunteers Committee report. She requested that all volunteer hours be recorded on a Volunteer Information Timecard, a copy of which was distributed to each Board member present. The completed sheets are to be submitted to Brenda annually on July 1. This was later changed to twice a year, at the end of December and at the end of June.) Additional recording sheets will be available in the office.

Following the completion of Committee Reports, Scott praised the quality of the BFS Newsletter and recommended sharing it as much as possible. It can serve as a tool for both for development and increasing membership.

Scott introduced the idea of recognizing major benefactors of the Society by acknowledging them as "Patrons." David Rockefeller and Milliken family would fit into this category. Neil Houghton suggested that there needs to be a thorough assessment of who has made significant contributions to the Society in the past, so that all major contributors are appropriately recognized. Scott requested that board members email him with their suggestions.

Scott described the new role for Executive Committee members on committees. The Executive Committee Representative on each committee was established in order to strengthen committees by providing a direct conduit for them to and from the Executive

Committee. This role will be particularly beneficial during “slow” times, such as the winter.

A motion was made, seconded, and approved to add Betsy Hewlett to the Society’s Advisory Board.

Scott emphasized how fortunate BFS was to have the resource of our barn as a learning center. He requested that over the winter Board members think about ways in which it could be enhanced in that role. With modifications, could it become a venue for exhibitions as well as programs? Further ideas included lighting and ventilation improvements. The idea of incorporating the residence portion Garland Farm into the Society’s space was also raised.

Scott requested input from Board members on budget priorities for 2012. Among the items discussed was fencing around the holding garden, drainage for the parking field (including the area under the shed) and making the flat roof and front wall of the BFS wing watertight. Accomplishing this third item will enable the entrance garden to move forward. Removing the “Spruce Plantation” is no longer a priority due to the unpredictable cost and the changes already in place around the perimeter of the property.

A motion was made, seconded and passed to approve a BFS Corporate Resolution for Bar Harbor Banking and Trust which would enable Executive Committee members Scott Koniecko, Carolyn Hollenbeck and Margot Woolley to sign checks for the Society. In the event a check were over \$10,000, two signatures would be required. The resolution further authorized Scott Koniecko and Richard Habermann to borrow funds for the Society. In the event that funds were borrowed, both signatures would be required on the document.

The following BFS Board meeting dates were established for 2012:

- Saturday, May 26 at 10 AM
- Saturday, June 30 at 10 AM
- Saturday, August 4 at **9 AM**
- Saturday, October 6 at 10 AM

The meeting was adjourned at 12:50 PM.

Submitted by:
Margot Woolley, Secretary

The next Board meeting will be Saturday May 26, 2012, at 10 AM at Garland Farm.