

# SPHS Annual General Meeting (AGM) Minutes

February 7, 2023



**Time:** 7:00 to 9:00 PM (doors open at 6:30)      **Location:** Stony Plain Legion

Time	Item	Action
7:00	<b>1. Meeting called to order at 7:03</b> (Jo-Anne Maw)	
	<b>2. Welcome</b> members and guests. It was verified there was a quorum present (14 members in good standing in attendance)	
	<b>3. Icebreaker/Guest Speaker: Mama Sheila.</b> Farm store located 2 miles south of Stony Plain. See website for details: <a href="https://mamasheilasfarmstore.square.site/">https://mamasheilasfarmstore.square.site/</a> Sheila Howlett presented information on both water bath and pressure canning, including basic canning, food safety, and food preservation (freezing, dehydrating, fermenting). Canned goods and canning supplies were displayed and discussed.	
	<b>4. Order of Business</b>	
	<b>4.1 Approval of the Agenda</b>	approved
	<b>4.2 Consideration of the Minutes of the Previous Annual General Meeting:</b> no errors or omissions. Minutes accepted as circulated.	approved
	<b>4.3 Business Arising out of the Minutes:</b> <b>4.3.1 Membership fees.</b> Jop-Anne presented a proposal to the members to increase the membership fee. Rationale: <ul style="list-style-type: none"> <li>● Increased costs for insurance, social media platforms, website and other promotions</li> <li>● Future technology needs (e.g., computer and equipment to support zoom and face-to-face meetings)</li> <li>● Increased printing costs and mailing fees</li> <li>● Costs to host workshops, cost-share initiatives with Pioneer Museum</li> <li>● Moved by Penny Fedoruk-Brettelle and seconded by Hans Zimmer to increase membership fees from \$15.00 to \$20.00. Approved by show of hands.</li> </ul>	Motion approved

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	<p><b>4.3.2 Meeting location:</b> SPHS has been approached by Pioneer Museum to meet at the museum at a reduced rate (\$50/meeting) in addition to discounted room rentals for workshops. Expectation is that the SPHS would continue to volunteer at the Museum, and they hope to explore other collaborative initiatives. In negotiations with Parkland Museum for an annual contract. Current rental at Stony Plain Legion is \$175 per meeting.</p>	<p>For awareness</p>
	<p><b>4.4 The President's Address-Appendix 1</b></p>	
	<p><b>4.5 Reports of the Committees</b>  <b>4.5.1 Vice President's Report-Appendix 2</b>  <b>4.5.2 Treasurer's Report-Appendix 2</b></p> <ul style="list-style-type: none"> <li>● <b>Financial Statement presented</b></li> <li>● <b>Balance Sheet presented</b> <ul style="list-style-type: none"> <li>○ Moved by Elaine Dextrase and seconded by Kathryn Frechette that the Financial Statement and Balance Sheet be approved as presented. Approved by show of hands.</li> </ul> </li> <li>● <b>2022-2023 Budget</b> <ul style="list-style-type: none"> <li>○ Moved by Kathy Laughlin and seconded by Michele Stanley that the 2022-2023 budget be approved as presented. Approved by show of hands.</li> </ul> </li> </ul> <p><b>4.5.3 Fundraising Report-Appendix 2</b>  <b>4.5.4 Membership Coordinator Report-Appendix 3</b>  <b>4.5.5 Promotions Coordinator Report-Appendix 4</b>  <b>4.5.6 Social Media Report-Appendix 5</b>  <b>4.5.7 Community Gardens Coordinator Report - Appendix 6</b></p>	<p>Financial statement and Balance Sheet approved</p> <p>2022-2023 Budget approved</p>
	<p><b>4.6 New Business</b>  <b>4.6.1</b> Motion to change bank from CIBC to ATB moved by Kathy Loughlin and seconded by Femia Streefkirk. Approved by show of hands.  <b>4.6.2</b> Motion to invest \$4500 surplus funds into GIC moved by Kathy Loughlin and seconded by Holly Thompson. Approved by show of hands.  <b>4.6.3</b> Suggestion from the membership to increase learning opportunities for inside plants, and opportunities for Q&amp;A sessions. These events will incorporated into the general meetings</p>	<p>Motion to move bank approved</p> <p>Motion to invest surplus funds approved</p>
	<p><b>4.7 Resolution for this AGM:</b>  <b>4.7.1</b> Membership fee increase-approved</p>	

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	<p>4.7.2 2021-2022 Financial Statement &amp; Balance Sheet and 2022-2023 Budget- approved</p> <p>4.7.3 Change in Bank - approved</p> <p>4.7.4 Investment of surplus funds-approved</p>	
	<p><b>4.8</b> Jo-Anne provided an overview of the organizational chart and how the terms of roles ensure consistency in structure.</p> <p><b>Nominations are open for the following positions:</b></p> <ul style="list-style-type: none"> <li>● President</li> <li>● Vice-President</li> <li>● Membership Coordinator</li> <li>● Social Media Coordinato</li> <li>● Promotion Event Manager (new role): No nominations at this time for this role. Jo-Anne will put out a reminder to the membership that this position remains unfilled and for anyone interested to contact her.</li> <li>● Plant Sale Coordinator (ad-hoc position March 1 to May 31): Kevin Loughlin has volunteered for this position.</li> </ul>	
	<p><b>4.9 Election of Officers and Directors:</b> Elaine Dextrase acted as Elections Officer</p> <ul style="list-style-type: none"> <li>● President - Jo-Anne Maw nominated by Kathy Loughlin. Jo-Anne accepted. No other nominees came forward, so Jo-Anne was voted in by acclamation.</li> <li>● Vice-President - Kathryn Frechette was nominated by Holly Thompson. Kathryn accepted. No other nominees came forward, so Kathryn was voted in by acclamation.</li> <li>● Membership Coordinator-Penny Fedoruk-Brettelle was nominated by Kathy Loughlin. Penny accepted. No other nominees came forward, so Penny was voted in by acclamation.</li> <li>● Social Media Coordinator- Dana Paterson was nominated by Jo-Anne Maw. Dana had communicated to Jo-Anne prior to the meeting that she accepted the nomination. No other nominees came forward, so Dana was voted in by acclamation.</li> </ul>	
	<p><b>4.10 Passing the Gavel</b></p>	
	<p><b>5. Next Annual General Meeting:</b> February 6, 2024 at 7:00 pm</p>	
9:00	<p><b>6. Meeting Adjournment: 9:02</b></p>	

**2022 President's Address for AGM**

**APPENDIX 1**

Looking back at the 2021/2022 year, it has been a busy and productive one for our club. I am so impressed with what we have accomplished. We had a very successful annual plant sale, established a good online presence with an update to our website, an increase of followers on our Facebook and Instagram social media platforms as well as two educational and enjoyable workshops. As a result of this, our membership has grown this year. We also collaborated with the Sangudo Horticultural Society and other local gardening clubs in the Lac St. Anne region with summer garden tours and field trips. We look forward to continuing this relationship with Sangudo this coming year. We are excited to continue our partnership with the Stony Plain and Parkland Pioneer Museum where we have the opportunity to showcase our talents and skills of gardening from you, our members.

On August 27<sup>th</sup>, 2022 we celebrated the lives of two-valued and long-term members of the SPHS. We honored Liz McAlesse and Phyllis Anderson. Family, friends, and club members were invited to join in a celebration to honor these two ladies who had a passion for gardening and contributed their time to help make the club what it is today. Plaques with their names were placed on the SPHS bench which sits in the gazebo at the Pioneer Museum.

Our member's engagement made the impossible possible throughout the pandemic and although zoom meetings were a way for us to stay productive and connected with each other, it has been a welcome change to emerge from the burden of COVID-19 and be able to go back to in-person meetings this year. I think we can all agree, face to face gatherings are a way we can build stronger and more meaningful relationships with each other and we are thrilled to put zoom meetings on the back burner for the future.

I sincerely want to thank our hard-working executive team for all they have done for the SPHS. Their willingness to volunteer their time and enthusiasm has greatly enhanced our gardening club and they are on a path to inspire others about gardening. I am deeply grateful for their support and dedication to the club.

Moving forward into another year, I look forward to continuing to build our gardening community with new and exciting educational topics and workshops and new members who love to garden and who want to share their skills and knowledge about plants with all of us.

Let's continue to grow together.

**2022 Vice President's Report for AGM**

**APPENDIX 2**

Penny Fedoruk-Brettelle and I represented our club at the 2022 Alberta Horticultural Association conference in June. The executive decided to cover the gas for this conference. Represented were clubs from all around the Alberta prairies and into a small area of Saskatchewan. Sandra Rosler from GRDNetting Solutions spoke on protective netting, Steven Schultz gave a virtual tour of Lacombe Composite High School's innovative environment and agricultural program and Emily Neis presented on Designing Flower Bed Displays with Annuals. We are looking forward to this year's conference and will keep everyone up to date once the AHS releases their event calendar.

**2022 Treasurer's Report for AGM (Kathy Loughlin)**

The Financial Statement for November 2020- October 2021 was approved at the February 2022 Annual General Meeting and was filed with the Societies Branch shortly thereafter. The Society remains in good standing with the Societies Branch.

The review of the November 2021- October 2022 financial documents was completed by Elaine Dextrase and Nadine LaPointe. There were no issues with the books and copies of the Financial Statement and Balance Sheet were sent to members 30 days in advance of the AGM as required in the Horticultural Society Bylaws.

The Society finished the year with a cash balance of \$10,288.18 and a GIC in the amount of \$3,894.23. The GIC matured in November 2022 and the principal plus interest of \$18.12 was subsequently reinvested for one year.

**2022 Fundraising Report for AGM (Kathy Loughlin)**

- Plant Sale net profit of \$1,669.01
- Pruning Workshop net profit of \$153.17
- Table Centre Workshop net profit of \$525.46
- Net income from fundraising activities \$2,347.64

2022 Membership Coordinator Report for AGM (Penny Fedoruk-Brettelle )

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Your membership is the backbone of our horticultural club. It is the funding & you are the inspiration for future projects & events. As you have seen in this past year, our events have been fun, educational & exciting. There is so much more to come. We are committed to providing our members educational events to share our love of gardening. Membership is a huge part of making that happen! I am so happy to say SPHS currently has 48 members! That is an increase of 20 members over last year or 59% increase!

Our goal is to increase that number by 30 more new members in the next year. It is an enthusiastic goal but the interest in gardening & plants is blossoming and the passionate leadership team that has been created in this club will spread the word. They are creating events and booking speakers that are knowledgeable & interesting.

We are letting people know we exist by working with you &

community partners. We can provide posters and information about our society to inform people of what we are doing.

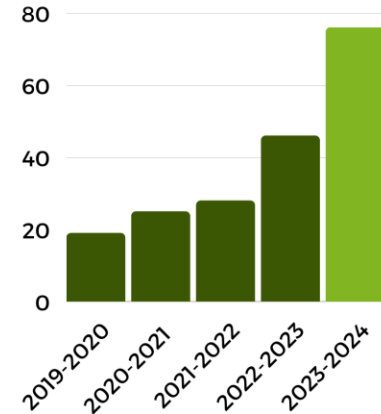
This year we built you an attractive, renewable, laminated membership card that you can use at our partner establishments to receive discounts on your gardening needs.

Our existing membership is the very best way to promote our society by inviting friends and family to join. If there are community members that you know that would display our posters etc please let me know and I will follow up with them.

Let's grow together!



## Membership Chart



2022 Promotions Coordinator Report for AGM (Femia Streefkerk)

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Promotions Coordinator became a new position on the board of directors, at the last year's AGM in Feb 2022

I was nominated and accepted the position of Promotion coordinator.

Discussions were held about important steps that should/could be taken to help promote the Horticulture Society as a whole and to streamline previous tasks that were done by other board members.

With that in mind, I proposed on producing a newsletter on a quarterly basis. And so, in the spring of 2022 the first newsletter was sent to the members, via email and regular mail.

My position also requires me to produce an event calendar for our Society! The 2022 calendar was already done then, but I knew it was going to be my turn to produce one for 2023! I must say, I found it a bit intimidating to take on this responsibility but with some initial help, the work of finding guest speakers and icebreakers wasn't too bad. Actually quite fun to do.

Planning field trips and garden tours is also part of my job and you will find them on the new event calendar. We'll see how you like what's being offered for the upcoming year. Feedback is always welcome! Good and bad!

To help promote the club, I work together with Dana, our Social Media person. She will post all the club's news items, events, calendars, posters etc

Advertising posters for events such as the Annual Plant Sale workshops and workshops. Also, Advertising Posters for promoting our Society within our local communities. Right now, I am in the process of making cards for handouts, for members to take home and give to friends. Again, to help promote our society. Look out for them at the March meeting!

Looking ahead to the upcoming year? It is for me to get better at what I've been doing in 2022 To become more familiar with the work that is necessary to promote our Society.

My goal is to help find an associate member that can help me within the Promotion position. Two people make for a much stronger team and more importantly, they can help share the load. We all lead busy lives, so if we can share this position, that leaves more time for other things. So If You are Interested..... come and see me.

**2022 Social Media Report for AGM (Dana Paterson)**

**APPENDIX 5**

**Successes of the past year:**

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### Facebook and Instagram:

- When I began my term as Director of Social Media our only media platform was Facebook and we had 525 followers. As of mid December (2022) we had 630 followers, an increase of 20 percent.
- An Instagram account was started and currently sits at 65 followers.
- Pictures on Facebook are updated regularly to keep things fresh looking and matching the season. A flower of the month is posted on Facebook and Instagram to help spark interest and gain followers.
- We have started to follow other gardening groups, greenhouses and related businesses to increase our exposure as well.

### Website:

- Our website has seen a major makeover to make it look more modern and user friendly. Changes are continuing to be made.

### Other Highlights:

- The Society implemented a new logo to help freshen and modernize our image.
- I visited several members' gardens this summer, took pictures and placed them on social media and our new Gallery page on the Website.
- Hosted the Society's First Annual Christmas Workshop. We had over 50 attendees making Christmas centrepieces. The workshop was a huge success thanks to the hard work of those members who volunteered to help.

### Challenges of the past year:

- Letting people know who and what we are. We are a gardening club!  
You don't have to be a horticulturist or an expert gardener or even have a garden to join, you just have to have a love of gardening. We can always find a garden for you to work in.

### Looking Ahead:

- This next year I will again be visiting members' gardens but instead of pictures I will be doing short videos to place on social media and the website.
- Instead of the flower of the month I will be doing trees and shrubs. (If anyone has any suggestions for trees or shrubs please let me know)
- As well as posting the tree/shrub of the month to social media I also plan to start a page on the website to post the information as a resource section for anyone who is interested.



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### Successes

1. Peony Garden Growth
2. The amount of volunteers
3. The dedication, involvement and passion shown by volunteers
4. Help for me in my role since I'm so new to gardening
5. New ideas for gardens or flower types
6. Offerings of tools, supplies, flowers
7. Forming a stronger relationship between SPHS and the Pioneer Museum

### Challenges

1. Access to the museum (limited hours)
2. Tools stored so far away
3. Establishing and maintaining a solid base of volunteers

### Opportunities on the Horizon

1. New gardens at gates
2. New beds along deck
3. Moving the irises to clean up gas shed
4. Taking on annuals
5. Spreading out into the community (hospital, seniors homes, multicultural centre)
6. Educational information (classes, meetings, how to)