

**WILLIAMSTOWN GARDEN CLUB
BOARD OF DIRECTORS MEETING
March 24, 2026
3:00 p.m. Milne Public Library and via Zoom**

- A. CALL MEETING TO ORDER: President Karen Parker called the meeting to order at 3:10 p.m.
- B. CONFIRM QUORUM: Present were Delia Marshall, Susan Montiel (via Zoom), Kathy McKnight, Karen Parker, Maria Siskind, and Pat Wilk. Absent: Betty Iannitelli, Carol Oshinsky, and Joan Wright. Also present were soon-to-be board members Jennifer Howlett and Sherry Rowsey
- C. APPROVE MINUTES FROM PRIOR MEETINGS: November 18, 2025 and January 20, 2026. We unanimously voted to approve these minutes.

D. REPORTS

1. Nominating Committee Update: Delia. We are happy that some talented members have accepted our requests to nominate them for positions of responsibility within our club. Sherry Rowsey and Mattie Kelley have both agreed to serve as co-vice presidents of our club. Jennifer Howlett has agreed to accept the position of treasurer. Donna Quirk has agreed to open and set up an Instagram account for us.
2. New Vice Presidents Named: President Karen Parker named Sherry Rowsey and Mattie Kelley vice presidents of the Williamstown Garden Club for 2026 and the Board unanimously approved the appointment. We all applauded and thanked them.
3. Communication Changes: Internal (handbook and constant contact) vs. external (website, and Instagram): Delia discussed our social media presence. We agreed that going forward, social media should more accurately be considered publicity, while the in-house sharing of information among our members is more properly labelled communications. Therefore, it would be more efficient for us to have two separate groups working on these projects. Donna Quirk has agreed to set up and run an Instagram account for the club. We discussed the role of each form of communication we have, and whether all four (Facebook, Website, Constant Contact newsletter, Instagram) are necessary. For now, we agreed that they each serve different functions. Susan pointed out to us that Google has a whole suite of products—including a free newsletter template—that could allow us to leave the paid service we now use. A member could agree to take on the project of investigating and implementing more efficient options for the club.
4. Communications Report: Susan. Karen Pellegrini has resigned from this committee. Susan said she would like some redundancy with this job as there have been times that an urgent message needed to be sent. We need to think about members who might be willing to volunteer. The website is up and running. Our usual log in and password work for the members-only section. Susan moved that we hire Brianna Christie, a public library employee with technology skills, for future tech support at the rate of \$40 hour. Maria seconded. All voted in favor. We discussed security of the current website and agreed to change the password for this current year. We will announce the new password we have chosen at

our April general meeting. Any members who do not attend that meeting can contact any board member to learn the new password.

5. Treasurer's Report: Susan

Balances as of 3/21/26: Checking account is \$8,424.44; money market is \$6,544.54.

Classification of transactions: Susan has stayed current with categorizing transactions through Quicken. She reminded us about the reimbursement request form we use.

Would we like a form we could fill out online to request reimbursement? This discussion was tabled. Since Carol is no longer serving as treasurer, she will mail the club checkbook to Karen. We do not need new checks.

6. New Treasurer Named: Our Treasurer Carol Oshinsky has resigned her position. President Karen Parker named Jennifer Howlett as treasurer of the Williamstown Garden Club and the Board unanimously approved the appointment. The Board also authorized Jennifer Howlett being a signator to the Club back accounts. We all applauded and thanked Jennifer for stepping in.

7. Membership Update: Kathy read us a list of names of several new members who had already paid their dues of the coming year, and several more who had expressed a desire to join our club. She is hosting an informal gathering at her home to describe the club to these people, and talk about our goals and activities.

E. UNFINISHED BUSINESS

1. Walley Bridge Update: Kathy described the structure and function of the new flower boxes and the watering system. McCann students have agreed to refurbish all 20 of the old flower boxes for us. This means we will be able to have ten on each side, instead of just the five we had originally planned for. This will allow us to make a much more dramatic impact with our plantings. Delia agreed to order more flowers to fill the additional boxes. The boxes will need painting. We will be using a dark green oil-based paint, and rollers. We need to recruit volunteers for this project at our April meeting.

F. NEW BUSINESS:

1. We discussed our presence in the Fourth of July Parade. We agreed that our familiar bright green WGC tee shirts are the right for of dress for us. Kathy has ordered more tee shirts to be printed. We like the idea of carrying large paper flowers, which Joan Wright has offered to paint for us. We agreed to notify her that we accept her generous offer.
2. The American Legion asked us to march in the Memorial Day Parade. We discussed that and declined. They have also asked us, in addition to filling their planter, to do some planting around the metal silhouette of a soldier on the front lawn of their building. Maria promised to contact American Legion to tell them that we would have a caretaker for both the planter and the bed with the silhouette.

E. NEXT MEETING DATE: June 23, 3:00 p.m. Milne Public Library Board Room

F. ADJOURNMENT: Jennifer Howlett moved to adjourn, Pat seconded, and all voted in favor. Karen Parker adjourned the meeting at 4:35 p.m.

submitted by:

Pat Wilk

Recording secretary

Approved date: March 28, 2026