1. Finance Report – Howard Degenholtz (10 min)
   a. See attachments

2. Membership Database Update – Chris Worley & Howard Degenholtz (10 min)
   a. **Action item:** Stephanie to draft renewal email
   b. **Action item:** Draft email to be proofed by Howard & -----
   c. **Action item:** Chris to send email to everyone in database for whom we have emails
   d. **Long Term Action Item:** Create events calendar & email update sign up

3. Investment Plan – Jim Holtzman (15 min)
   a. **Action item:** Vote on proposal

4. Garden Tour Update – Stephanie Walsh (10 min)
   a. **Action item:** discuss (vote?) on response to the Garden Club’s questions re: finances
      i. Will this be expenditures by the Garden Club with reimbursement by HPCC?
      ii. Submit invoices with direct payment to the vendors by HPCC?
      iii. Are there any prior approvals of expenditures, or are we free to reasonably incur costs up to the $1,500 agreed grant?
      iv. Is the HPCC expecting any share of the proceeds?

5. HPCC Schedule & Upcoming Meetings – Stephanie Walsh (20 minutes)
   a. See attached schedule
   b. **Action item:** Determine agenda for next week’s meeting

6. Board member recruitment – Stephanie Walsh (5 minutes)
Garden Tour Update

a. Sunday, July 12, 2020 from 11:00 - 2:00 PM is the date we think is best for peak garden beauty, and we haven't identified any scheduling conflicts.

b. We have identified 12 gardens and have verbal commitments from the home owners to participate. The gardens are a good mix of size, perennial, annual, vegetable, a she shed, and some sheer “wow” factor gardens.

c. We are thinking of calling the Tour, “The Secret Gardens of Highland Park.”

d. Todd Shirley has offered to help design a logo. (We are still pondering whether this would be for the Tour only or the Garden Club in general.)

e. We are looking at charging $10 in advance, and $15 day of the Tour.

f. The Park Entrance Gardens will be the site of sign-in. We have a verbal commitment from the Pittsburgh Parks Conservancy (Robin Eng) to be on site to identify flowers and talk about the Gardens in general.

g. Jody Choder has offered a night’s stay at Choderwood as a raffle prize and we hope to end the tour there, perhaps with a wine and cheese celebration.

h. Details in the works:
   i. Set up a meeting with our core committee and Karin.
   ii. Email Monica to begin a monthly notice in the Newsletter of the Garden Tour.
   iii. Email Jeanne for mention in the Shady Ave Magazine
   iv. Other advertising- PPG, list serve, next-door, Facebook etc

i. Action items: decide on response to their questions re: finances
   i. Will this be expenditures by the Garden Club with reimbursement by HPCC?
   ii. Submit invoices with direct payment to the vendors by HPCC?
   iii. Are there any prior approvals of expenditures, or are we free to reasonably incur costs up to the $1,500 agreed grant?
   iv. Is the HPCC expecting any share of the proceeds?