

**Minutes-Executive Board Meeting  
Horticulture Co-op of Metro St. Louis  
Wednesday, June 1, 2011  
Bill Ruppert's Board Room  
1327 Forest Drive Kirkwood, MO 63122**

**Members Present:**

Cindy Gilberg (President)

Jennifer Schamber (1<sup>st</sup> Vice President)

Tammy Behm (2<sup>nd</sup> Vice President)

Bill Ruppert (Executive Director)

Karen Koehneman (Executive Secretary)

Paul Roberts (Executive Treasurer)

- Scholarship applications reviewed and changes discussed based on grading scale. Karen will make changes and send to executive board for approval, once approved the application will be added to Hort Co-op's website.
- Garden Blitz accounting reviewed and discussed. Registration revenue has not been distributed. Paul and Karen to meet with Jennifer Smith and Tammy Palmier of MBG to clarify accounting and request payment of Hort Co-op's share of registration money.
- Evening at Shaw Nature Reserve scheduled for Tuesday, June 14, 2011, registration numbers were reviewed. As of June 1, 2011, ten guests have registered online and four will pay by check at door.
- QuickBooks Balance Sheet and Profit and Loss by Class sheets were reviewed.
- Paul suggested that the budget for next fiscal year should indicate executive secretary pay.
- Member Organization Dues Statements will be sent for 2011. Flower Growers to receive a Past Due notice for 2010 along with 2011 statement.