

FULLERTON ARBORETUM COMMISSION

MINUTES
REGULAR MEETING
December 12, 2018
-DRAFT-

*Approved
3/13/19*

The 193rd meeting of the Fullerton Arboretum Commission was held in the Pavilion Classroom at the Fullerton Arboretum.

Commissioners present: Greg Saks, Amir Dabirian, Kristin Prior, RJ Stager, and Doug Chaffee

Others Present: Gregory Dymont, Director
Gregory Pongetti, Living Collections Curator
Marta McDaniel, Recorder
Miguel Macias, Education Manager
Kathie Kingett, Friends President
Steve Eldredge, Friends Board member
Harriet Bouldin, Development Manager
Christopher Swarat, Interim A.V.P., EIP
Lynn Stewart, Director of Business Development, EIP
Doug Butler, Director of Budget & Finance, EIP
Katie Savant, Director of Local & Community Relations
Pam Oliver, Provost

Commissioner Saks called the meeting to order at 3:04 p.m.

PUBLIC COMMENTS:

Saks introduced Pam Oliver, new CSUF Provost and congratulated Doug Chaffee on new position as Orange County Supervisor.

NEW BUSINESS

1. Action Item: Approve Minutes of September 12, 2018 - Saks

Commissioner Saks asked for approval of the September 12, 2018 minutes.

MSC – Minutes accepted and approved unanimously.

2. Action Item: Sign New Conflict of Interest Forms for 2019 - Saks

Saks requested that all Commissioners take a moment and sign the Conflict of Interest forms.

(Exhibit A)

3. Action Item: Approve New Memorial Bench Price Increase and Policy - Saks

Dyment explained memorial benches started when the Arboretum opened. The prices started out at about \$250 per bench, then went up to \$2500 per bench and about 5 years ago have been set at \$5000 per bench. Recently the memorial benches have picked up steam. Looking at other gardens, we had not had a terms of lease before. Therefore, we are asking to raise the price and set a determined lease time. We will keep current benches till they fall apart and then will replace them with new memorial bench request. A few of the benches have been here since the Arboretum opened. We checked the policy with Philanthropic Foundation and discovered that no term policy is enforced.

(Exhibit B)

Saks suggested to let existing memorial bench donors know about the change in policy and they may consider purchasing a new bench.

Commissioner Saks asked for approval of the new memorial bench price increase and policy

MSC – Memorial Bench Price Increase and Policy accepted and approved unanimously.

4. Action Item: Approve Destination Science non-exclusive license to use Fullerton Arboretum Facilities for summer of 2019 - Dyment

Dyment said Destination Science has been coming every summer for the past few years. They hold week long programs for kids and rent the space for several weeks in June and July. We've had no problems with the facilitators.

(Exhibit C)

Commissioner Saks asked for approval of the new Destination Science contract.

MSC – Destination Science contract was accepted and approved unanimously.

5. Joint Investment Committee Report – Eldredge

Eldredge said the committee manages the 2020 Fund. The fees are 9/10th of a percent at Wells Fargo and meetings are held twice a year. The handout shows a view from 2015 to November 2018. The Fund is doing well. The Committee plans to attend the January 24th meeting with Foundation to learn more about Foundation policy and fees for endowment funds.

(Exhibit D)

6. Review Financial Worksheets – McDaniel

McDaniel review Financial Worksheets page by page.

(Exhibit E)

7. Director's Report – Dymont

Dymont said back in June Christopher Swarat wrote a memo about the Arboretum plans and how to move forward. We created a binder, the result of 6 months of work by several people including work from Lynn Stewart, Doug Butler, Kathie Kingett, Steve Eldredge, Fran Colwell and Scott Hewitt. We have been working diligently for months preparing the binder which includes the following information categories:

- I. Introduction
 - a. Letter from the Director
 - b. Executive Summary
 - c. Purpose
 - d. History
 - e. Strategic Plan 2005-2020
- II. Living Collections
 - a. Collections Map
 - b. Landscape Management Plan
 - c. Table of Long Term & Unbudgeted Projects
 - d. Zone Map
- III. Organization
 - a. Organization Chart
 - b. Staff Description & Funding Sources
- IV. Education & Outreach
 - a. Education Program Plan
 - b. University Collaborations & HIPS
 - c. Museums
- V. Organization Stability
 - a. Current Income & Expenses

- b. Categories of Support 2015-2021
- c. New Sources of Revenue
 - i. Admission Fee
 - ii. Broaden Functional Capacity of Facility Rental Program
 - iii. Endowment Funds

(Exhibit F)

These new categories of revenue would allow us to address maintenance issues that we currently do not have funding for. For example, our maintenance building has been here for 40 years and is now below grade. Another example is our pond and lake system is leaking and needs to be repaired.

Dyment said Commissioners should review and study the binder.

Dyment said we have prepared a list of FAQs and have a promotional timeline ready to be acted on. Please review the binder and let me know if you have any questions.

Chaffee said he had to leave for another meeting and made the comment below:

Chaffee said in his new position as County Supervisor, he will publicize the Arboretum event schedule at the County level. He also said that the County has a large Parks and Recreation budget and he will look into how the Arboretum may benefit. He said he will be sworn in on January 8th. Chaffee will try to steer some resources to the Arboretum.

(Exhibit G)

Chaffee left meeting at 3:28 p.m.

Dyment said the museum is hosting SIP, and exhibit designed by one of our volunteers, and recommended that all stop by and check it out.

Dyment said Fran Colwell is the new Friends President elect.

Dyment asked Harriet Bouldin to talk about the Arboretum's 40th Anniversary celebration.

Bouldin said Foundation will assist in an annual giving campaign that will start in March and go through the end of the year. Friends will make sure to have a component of the campaign at every event which will culminate in an

invitation only reception and a special 40th Anniversary exhibit. The exhibit is being prepared by Trish Campbell and her students and will be complete at the end of Spring semester and ready for installation in September.

8. Grounds' Report – Pongetti

Pongetti said there were some exciting happenings on the grounds.

Cycad Pollination: actively pollinating several *Encephalartos* species for seed production. Cycads are an ancient group of plants common in Jurassic Period but in very limited distribution now and many facing possible extinction. Illegal collection is one threat. *Encephalartos ferox*, *E. arenarius* and *E. horridus* from South Africa are both endangered. Separate female and male plants produce cones and must have both male/female plants to reproduce therefore we have facilitated pollination for seed production. Horticulture staff has gathered pollen from the male cones and stored it. When the female cone becomes receptive, staff will use a wet pollination technique and will be able to gather seeds in about six months.

Northern Arizona University Masters student, Melissa Enright, is studying redwoods and their response to climate change. Melissa obtained our information from a previous paper by UCI researcher Diane Pataki. Melissa investigates the health of redwoods outside their native range to learn how they may react to climate change in their natural habitat.

Participated in the global assessment of Witch-hazel family (*Hamamelidaceae*) in collections with BGCI. It is thesis work by Cat Meholic, a graduate student from University of Delaware. Many members of the family are not climate appropriate here but we do have two: *Distylium racemosum* (Isu tree from Asia) and *Loropetalum chinense* (China). We report on which taxa are in collections and cross-reference conservation status to prioritize ex situ conservation efforts in botanic gardens.

Student from Jochen Schenk's lab continue to use plants at the arboretum for their research; Laural sumac (*Malosma laurina*).

Veggiepalooza seed sowing has begun.

9. Friends Report – Kingett

Kingett said the Friends have contributed to the Operations Plan for 2020 and would like to thank Fran Colwell and Harriet Bouldin for all their work in putting

together the Admissions Proposal. Steve Eldredge also contributed financial synopses for the plan and Scott Hewitt gave us timely advice.

Friends strongly support the implementation of an Admissions Fee. We have struggled to increase membership levels to support the arboretum, but have had little success when there is no admission fee to offset the price of membership. We'd like to begin the steps of implementation in anticipation of approval, so that we can begin this program in the slow months of the summer.

We had a successful Native Plant and Cactus and Succulent sales in November and December and look forward to our Luminaria Stroll this weekend. Ticket sales have been encouraging.

The Dance Program of the Theatre Department put on a successful Dia De Los Muertos event in October and we look forward to working with them again in the future. The Ceramics and the Glass and Metal clubs will be selling their work at the Luminaria Stroll this weekend. Student interns to get real-world experience by working with the arboretum whenever they can.

Financially, we are looking at ways to support the suggestions of local restaurateurs for increased facility rentals, and hoping we can qualify for some SBDC support.

OTHER BUSINESS

Kingett asked for a vote on the Admission Fee Proposal.

Saks said the Admission Fee Proposal was noteworthy, however, recommended an earlier meeting in February to vote on issue.

Discussion followed on what would be voted on and some initial questions on information in proposal. Free days were offered by other gardens, however, many had corporate sponsors to ease the burden.

Saks proposed an early meeting in February to decide on admission fee proposal and chose February 13, 2019 for meeting date. No opposition.

Saks thanked all for coming and wished all Happy Holidays!

ADJOURNMENT

Saks adjourned the meeting at 3:53 p.m.
The next Commission meeting will be held Wednesday, February 13, 2019

Lucinda Williams, Fullerton City Clerk and
Secretary for the Fullerton Arboretum Commission

By Marta McDaniel

Marta McDaniel, Administrative Analyst and
Recording Secretary for the Fullerton Arboretum Commission

Exhibit A: Conflict of Interest

Exhibit B: Memorial Bench Price Increase and Policy

Exhibit C: Destination Science contract

Exhibit D: 2020 Fund

Exhibit E: Financial Worksheets Jul-Oct 2018

Exhibit F: Growing the Future of the Fullerton Arboretum: Planning for 2020 & Beyond

Exhibit G: 2019 Arboretum Events