

FULLERTON ARBORETUM COMMISSION

MINUTES REGULAR MEETING September 11, 2013

The 173rd meeting of the Fullerton Arboretum Commission was held in the Pavilion classrooms at the Fullerton Arboretum.

Commissioners present: Eugene Jones, Jose Cruz, Joe Felz, and Greg Saks

Others present: Gregory Dymont, Director
Chris Barnhill, Living Collections Curator
Jack Reynolds, Friends President
Laura Hultman, CSUF Finance Office
Patrick Guzman, Auditor
Anne Thiele, Recorder

Jones called the meeting to order at 3:01 p.m.

PUBLIC COMMENTS:

No public comments.

NEW BUSINESS

1. *Approve minutes of June 12, 2013 – Jones*

Minutes submitted and approved.

2. *Review 2012-2013 Draft Audit – Hultman, Guzman*

Guzman reviewed the Draft Financial Statements for year ending June 30, 2013, page by page. (Exhibit A)

3. Action Item: Approve Community Garden Rules and Regulations - Dymont

Dymont reviewed the revised rules and regulations for the Community Garden Plots.(Exhibit B)

Felz noted the Arboretum should have an appeal process set in place.

MSC – Felz motioned to approve Community Garden Rules and Regulations. Seconded by Saks and carried.

4. Action Item: Arboretum Lighting Project - Dymont

Dymont said the existing bollards on the Arboretum grounds are falling over and in disrepair. Dymont would like to replace the bollards with more efficient and sustainable LED lighting. Dymont said the Arboretum received a grant from the University 1½ years ago, “A New Shade of Green – Sustainability at the Fullerton Arboretum”, which led to an audit of the lighting and concluded the bollards should be replaced with tall standard lighting. Dymont said the existing light bases and electrical cannot be re-used and trenching for new electrical will be needed. Physical Plant quoted \$328,000 for the lighting project but if we handle the trenching we can possibly lower the amount to the low \$200,000 range. Dymont said the Friends have already donated funds toward the project and we have enough reserves in our account at Philanthropic Foundation. Jones suggested approval as a joint motion: Lighting Project approval and Funding of Lighting Project, up to \$300,000.

MSC – Felz motioned to approve Lighting Project and funding for Lighting Project – up to \$300,000. Seconded by Jones and carried.

5. Action Item: Approve Funding for Lighting Project, up to 300k from Arboretum reserves - Dymont

Approved in joint motion above.

OLD BUSINESS

6. Director’s Report – Dymont

Dymont said our audit from last year stated that we need to have a Gift Acceptance Policy. Dymont has reviewed the policy brought to us by CSUF Business and Financial Affairs and thought it would be a good policy for the arboretum to adopt. Dymont asked the Commissioners to look it over and let him know if they have any feedback on the policy. Dymont said the Gift Acceptance Policy will be up for approval at the December Commission Meeting.

Dyment said we have paid our annual insurance bill which was \$23,821, roughly the same cost as last year.

Dyment said at our last meeting Dr. Sara Johnson gave a presentation to the Commission about the Urban Agriculture Community Based Research (U-ACRE) program. The Arboretum is the training site for Master Students in the program who learn the basics of growing fruit and vegetables. Last week the program was awarded a \$295,000 two year USDA grant.

7. Grounds Report – Barnhill

Barnhill said the Arboretum received funding from ASI in the amount of \$39,474 for this fiscal year.

Barnhill spoke about student involvement at the Arboretum:

Students from Dr. Hewitt's I-Sustain class are assisting with the Children's Garden activities and doing general work throughout the garden and nursery.

Miriam Marua completed her pepper irrigation study with Dr. Jochen Schenk.

A student from Environmental Science is interested in conducting research on algae biodiesel production here at the Arboretum.

Thinh Luc, Engineering, is our student liaison for our Sustainability Program, A New Shade of Green.

Students from Lawrence Yun's class illustrated nine elements throughout the Arboretum to be used for a new self-guided brochure.

Biology 274 is holding labs at the Arboretum.

La Vista High School students commit to a monthly workday at the Arboretum for their leadership class.

Barnhill spoke about Ego-Eco artist in residence project with Emily Allen and Alison Towne. Artist Nicole Dextras is doing Arboretum installation in the Children's Garden and Desert. They had a successful opening at the Begovich Gallery on campus.

Barnhill said the gardeners are focusing on Children's Garden upgrades and cleanup and restoration of the Sonoran Garden.

8. Education Report

None

9. Friends Report – Reynolds

Reynolds said the Arboretum website has a new shopping cart which is easier to use and the user can select multiple items for purchase.

Reynolds said several new committees have been approved and will be set up in the next several months: Volunteer, Membership & Technology.
Reynolds spoke about recent events hosted by the Friends:

Green Scene which was held April 20th and 21st, 2013 netted \$45,000 versus 2012 net of \$31,000. Increase is partially due to charging members the \$6 entry fee.

Victorian Tea held June 9, 2013 was sold out again this year and the net income rose from \$3,700 to \$4,100 primarily due to the raffle & auction that was held.

Midsummer Night in the Garden Gala, held Saturday, July 20, 2013 netted before wages was \$35,000 compared to \$37,000 in July 2012. Attendance was down and total gross decreased at \$9,000. Net before wages decreased at \$3,000 from \$37,500 to \$34,700.

Blues, Brews and BBQ held Saturday, August 24, 2013 had increased attendance at 600. Gross increased from \$14,000 to \$23,000 and the net increased \$5,000 from \$6,000 to \$11,000. Note: Insurance costs went from \$600 to \$1,800.

Pancake breakfast held Saturday, September 7, 2013 with 100 volunteers attending. The 110% awards were given out, as well as the Dean Widrig Award for the volunteer who has exhibited long time support for the Arboretum was given to Bill and Inga Wallace.

Reynolds said they have purchased four new computers for the Friends staff.

Reynolds said the Haunted Garden will be held Friday, October 25th and Saturday, October 26, 2013. Two interns are overseeing the creative elements of the program.

Reynolds said the Victorian Christmas will be held on Saturday, December 7th & Sunday, December 8, 2013. Upper level member performance will be held Friday, December 6th.

Reynolds said the Friends have installed Google Analytics to keep track of usage and movement within the website. It have been in use since June 2013 and show there are at least 4 people looking at the website at any given time and approximately 300 people per day, from all over the world. Reynolds said the Friends will be expanding the information obtainable and are very interested in where visitors go and do not go as they navigate the site.

OTHER BUSINESS:

None

ADJOURNMENT:

Jones adjourned the meeting at 4:10 p.m.
The next Commission meeting will be held Wednesday, December 11, 2013

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

By Anne Thiele
Anne Thiele, Administrative Analyst and
Recording Secretary for the Fullerton Arboretum Commission

2012 – 2013Draft Audit (ExhibitA)
Draft - Community Gardens rules (Exhibit B)