

**FULLERTON ARBORETUM COMMISSION**

MINUTES  
REGULAR MEETING  
September 14, 2016  
-DRAFT-

*approved  
12-14-16*

The 184<sup>th</sup> meeting of the Fullerton Arboretum Commission was held in the Pavilion Classroom at the Fullerton Arboretum.

Commissioners present: Kristin Prior, Tony Florentine, Frank Mumford, RJ Stager, and Greg Saks

Others Present: Gregory Pongetti, Living Collections Curator  
Marta McDaniel, Recorder  
Miguel Macias, Education Manager  
Steve Eldredge, Friends President  
Laura Hultman, Financial Reporting Manager  
Patrick Guzman, Auditor

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

**PUBLIC COMMENTS:**

No public comments.

**NEW BUSINESS**

**1. Action Item: Approve Minutes of June 8, 2016 - Mumford**

Commissioner Mumford asked for a motion to approve the June 8, 2016 minutes.

**MSC – Florentine motioned to approve minutes  
Seconded by Prior and carried.**

**2. Action Item: Review Financial Statements – Patrick Guzman**

Guzman reviewed the Financial Statements page by page.  
(Exhibit A)

Discussion followed regarding investment amounts and fees.

Guzman reviewed the letter of Communication of No Material Weakness  
(Exhibit B)

Guzman reviewed the letter of Communication with Those Charged with Governance (Exhibit C)

Mumford requested a motion to be made to approve the Financial Statements as prepared.

**MCS- Florentine motioned to approve the Financial Statements.  
Seconded by Saks and carried.**

### **3. Review Financial Worksheets ending June 30, 2016 - McDaniel**

Mumford said official review was presented by Guzman.  
(Exhibit D)

## **OLD BUSINESS**

### **4. Ground's Report – Pongetti**

Pongetti said the garden staff was now complete with four full-time horticulturists. Each was assigned a garden zone and was responsible for the daily care of their assigned zone. They were also responsible for organizing volunteers and projects for the Chem 100 students.

Pongetti said the nursery operation was now a group effort for the horticulture team. Plants for the Native Sale in November were grown.

Pongetti said the GIS project was underway. Six interns recorded data over the summer and captured many labeling data points. This project is continuous.

Pongetti said the major irrigation project was completed, however, the search for mystery valves continued and sprinkler head and drip line irrigation continued to be replaced/installed.

Pongetti said several short term projects were being worked on. The Stone/Pome orchard was getting more trees. The Meadow was getting additional plants/seeds. The back garden of Heritage House was being redesigned. The Citrus garden was getting additions. Pongetti said the Arboretum had received the APGA National Accredited Citrus Collection distinction. The Redwoods section was being addressed. Some trees would be cut down and replaced with more heat tolerant varieties.

Pongetti said the long term projects included expansion of the Chilean garden; native trees/shrubs; plant labeling and database updating; interpretive QR code videos using interns over multiple semesters; and the pond and stream rehab.

Pongetti said the Shot Hole Borer parasite had taken out some Buck Eye, Box Elder, Oak, Sycamore and Coral trees. Various pesticides have been considered. The Arboretum tries to stay pesticide free as much as possible.

## 5. Friends Report – Eldredge

Eldredge said the Gala on June 18<sup>th</sup> was fantastic. Over 100 more people attended than last year. Chief Hughes did a great job with the auction. Professor Lawrence Yun was very involved and will be again next year. Hart Homes/Monkey Business was this years' honoree. Net proceeds slightly more than budgeted.

Eldredge said Blues & Brews was the most successful yet, sold out at 600 tickets. Social media was main advertising tool.

Eldredge said the upcoming events included Bubbles & Botanicals – an evening stroll with champagne cocktails; Museum exhibit is Two Roads, One Journey – a day in the life of a Chinese student and an American student; cooking classes with Chef Laurent and the Jonathans; Native Plant sale in November; and Cactus Succulent sale in December.

Eldredge said the year-end financial results not completed but close to budget. Friends made financial commitment to Arboretum. The staff in good place. The payroll is high but considering all the cost pressures, Friends are holding the line as best as possible.

## OTHER BUSINESS

Prior asked how the garden was handling the Pokemon Go craze.

Pongetti said the gamers trampled the garden beds and were coming in after hours. Police had been over to the Arboretum after hours to deal with trespassers. The gamers were not here to enjoy the garden, they were here to play their game.

## ADJOURNMENT

Mumford adjourned the meeting at 3:41 p.m.

The next Commission meeting will be held Wednesday, December 14, 2016

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: Financial Statements for Year Ending June 30, 2016  
Exhibit B: Letter Communication of No Material Weakness  
Exhibit C: Letter Communication with Those Charged with Governance  
Exhibit D: Financial Worksheets ending June 30, 2016