

FULLERTON ARBORETUM COMMISSION

MINUTES
REGULAR MEETING
September 13, 2017
-DRAFT-

Approved 12/13/17

The 188th meeting of the Fullerton Arboretum Commission was held in the Pavilion Classroom at the Fullerton Arboretum.

Commissioners present: Frank Mumford, RJ Stager, Doug Chaffee, and Kristin Prior

Others Present: Gregory Dyment, Director
Gregory Pongetti, Living Collections Curator
Marta McDaniel, Recorder
Miguel Macias, Education Manager
Kathie Kingett, Friends President
Steve Eldredge, Past Friends President
Patrick Guzman, Auditor

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

PUBLIC COMMENTS:

No public comments.

NEW BUSINESS

1. Action Item: Approve Minutes of June 14, 2017 - Mumford

Commissioner Mumford asked for approval of the June 14, 2017 minutes.

MSC – Minutes accepted and approved unanimously.

2. Review Financial Statements – Patrick Guzman

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

A typo was identified on Page 14 and will be corrected in final version.

Guzman reviewed the letter of Communication With Those Charged With Governance
(Exhibit B)

Discussion followed concerning Conflict of Interest statements need to be reviewed yearly and stated in the minutes. Salary surveys need to be reviewed and also mentioned in the minutes.

Guzman reviewed letter of Communication Of No Material Weakness
(Exhibit C)

Guzman reviewed letter of Management
(Exhibit D)

Commissioner Mumford asked for approval of the Financial Statements.

MSC – Financial Statements accepted and approved unanimously.

3. Review Joint Investment Committee - Eldredge

Eldredge reviewed the 2020 Fund
(Exhibit E)

OLD BUSINESS

4. Director's Report – Dymant

Dymant said Mysun gifted two grants, one to develop the GIS platform now available on smart devices and the other to finish the front entry way. The entry way now has a low stacked stone wall delineating the pathway to the waterfall.

The exhibit "Before They Were Heroes – Sus Ito" is opening in the OCAHM and has lots of great photos.

Dymant said the bench program is being researched. Currently offer memorial benches for \$5000 however, we are running out of places to put them. We are looking for new options. Memorial bricks for the front entry are under consideration.

Dymant said he met with new City Manager, Ken Domer. Had a pleasant visit with Mr. Domer, who is learning the JPA, and is eager to participate. Mr. Domer

asked to be included in one of our upcoming evening “Walk and Talk” tours. Commissioner Prior and Chaffee also would like to be included.

5. Grounds Report – Pongetti

Pongetti said the OCCC project at the front entrance included the stone wall delineating the path from front gate to the waterfall bridge. It also expanded and retrofitted the irrigation system for that area. More plants will be added to that area this fall. Also the OCCC marked the parking spaces with firehose, giving us 51 spaces and 3 handicapped spaces.

Pongetti said the Redwood area had been addressed. Dead trees were removed. Soil will be amended with mycorrhizae, aeration, compost and mulch. There will also be irrigation enhancements and a supplemental drip system. Buffer trees will also be added along the baseball field edge.

Pongetti said that plants for the Native sale are being prepared and beginning preparation for Veggiepalooza is also underway.

Pongetti said the Ombu tree will be pruned later this month.

6. Friends Report – Kingett

Kingett said the Gala had 214 attendees with proceeds of \$19,784. Friends are looking to change the format for next year.

Brews & Blues had 695 attendees and 42 designated driver with proceeds of \$29,200.

Bubbles & Botanicals had 121 attendees with proceeds of \$3889.

Victorian Society appears to be making enough to maintain the Heritage House. The floor has been scraped and oiled as it would have been in 1890, and they are looking to replace the curtains in the parlor.

Membership has held at 1,000 and an outreach is planned for this year.

The Maag and Walkington scholarship amounts will be raised to \$1200 each.

The 2016-17 contribution to the Authority was \$158,000. For 2017-18, Friends have budgeted \$145,000.

Volunteer hours totaled 20,608 for 2016-17. The Pancake breakfast for the volunteers will be September 23.

Upcoming events include the Native Plant Sale on November 4 & 5; Cactus and Succulent Sale on December 2 & 3; and Holiday Lights/Luminaria Stroll on December 15 & 16.

We are planning to work with the Theatre Department for a future project in 2018, and we continue to plan the Moto Botanica event for June 2018.

OTHER BUSINESS

Chaffee asked for an update on the Arb-Net application. Macias and Dymont said edits and additions were made to the application to give a bigger picture of what was happening at the Arboretum that was not captured in the standard questions as advised by Dr. Murphy.

Chaffee said the City is interested in continuing the JPA with the University and would like to know what the proper venue would be to hold that discussion.

ADJOURNMENT

Mumford adjourned the meeting at 3:42 p.m.

The next Commission meeting will be held Wednesday, December 13, 2017

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 Fiscal Year 2016-2017
Exhibit B: Communication With Those Charged With Governance
Exhibit C: Communication Of No Material Weakness
Exhibit D: Management Letter
Exhibit E: 2020 Fund
Exhibit F: Financial Worksheets ending June 2017