

FULLERTON ARBORETUM COMMISSION

MINUTES
REGULAR MEETING
March 9, 2016
-DRAFT-

*Approved
6/8/16*

The 182nd meeting of the Fullerton Arboretum Commission was held in the Pavilion Classroom at the Fullerton Arboretum.

Commissioners present: RJ Stager, Kristin Prior, Tony Florentine, Joe Felz, and Frank Mumford,

Others Present: Gregory Dymont, Director
Marta McDaniel, Recorder
Miguel Macias, Education Manager
Steve Eldredge, Friends President
Mary Dalessi, Friends Past President

Commissioner Mumford called the meeting to order at 3:00 p.m.

PUBLIC COMMENTS:

No public comments.

NEW BUSINESS

1. Action Item: Approve Minutes of December 9, 2015 - Mumford

Commissioner Mumford asked for a motion to approve the December 9, 2015 minutes.

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

2. Action Item: Approve Draft Budget for Fiscal Year 2016-2017 - McDaniel

Felz commented that it was good to see Endowment Funds being used to support the budget.

Dymont said only the portion of the Endowment Funds corresponding to the Cittadin donation were used to support the Education program as directed by the Cittadin Endowment Fund.

Mumford asked how the number was determined for the endowment fund allowance on the budget and asked that further investigation be done to determine the exact amount that should be used in the budget so as not to deplete the principle.
Exhibit A.

**MSC – Florentine motioned to approve Budget
Seconded by Felz and carried.**

3. Action Item: Approve Retention of Audit Firm Guzman & Gray for the 2015-2016 Independent Audit of Financial Statements - Dymont

Dymont said each year the audit firm needs to be selected to perform the audit and asked that Commissioner approve the retention of Guzman & Gray for the 2015-2016 audit process.

**MSC- Felz motioned to approve Retention of Guzman & Gray.
Seconded by Florentine and carried.**

4. Review: Friends License Agreement - Dymont

Discussion was held regarding License Agreement. License was granted in 1987 by the Trustees. Rental of the facilities brings in revenue, approximately 52k yearly, and the Director has final say in rentals. The Friends can exist without the Arboretum. The Arboretum pays for insurance which includes the Heritage House and all of its items. All historical items are catalogued and only period items are accepted. There is a protocol in place to handle Heritage House donations. The Collection Policy came into existence under Dymont and establishes how items are to be received, catalogued and cared for.

Felz said it was important for the Commissioners to know that there were protocols in place for insurance purposes.
Exhibit B.

5. Review: 2015-2016 Financial Worksheets – McDaniel

McDaniel review worksheets.

Mumford requested to have a Budget line added stating the amount of funds spent in comparison to previous year.

Exhibit C.

OLD BUSINESS

6. Director's Report – Dymant

Dymant said Irrigation Project was complete and has been very helpful in improvement of the grounds.

Dymant said the Security Cameras were working and a couple of them would be accessible on the website. The public would be able to see the Arboretum through the webpage.

Dymant said CEEP/JHEEP were going well.

Dymant said the GIS project was presented by Dr. John Carroll and his graduate student at the last Friends Board Meeting. Stager was in attendance. The Board was very excited to see presentation. Dr. Carroll will be asked to present at the June Commissioner's meeting.

Dymant said the Arboretum will be holding the 10th International Workshop on Sap Flow with Dr. Jochen Schenk. The guests will be mostly European. It is an honor to hold this meeting on Sap Flow and Vascular Plants. Desert people are the most knowledgeable on the subject. Dr. Schenk was attending the last meeting in Belgium. Approximately 200 guests are expected. This is the first time the workshop is held here where Dr. Schenk does his research.

Dymant said on April 16th the Bonsai exhibit will open in the Potting Shed. Clubs from the Orange County area will be participating. They will docent the exhibit and the trees will be rotated in the exhibit giving each of the 5 clubs a chance to display their trees. The Bonsai exhibit may become permanent depending on showing. Only three other areas have permanent Bonsai displays: Huntington Library, San Diego Wild Animal Park and Oakland. The exhibit required added security. The fences were raised and an additional security camera was added. There will be a grand opening the weekend prior and the Commissioner will be invited.

7. Grounds Report – Dymant

Pongetti is out sick. Dymant said the Meadow is alive! The rain has been wonderful. The Meadow plants are native and representative of the land before development.

Felz said the drought response will continue through October. We finally got credit from the Governor for a job well done although it took some arm twisting. The water replenishment system is the best worldwide with excellent quality water and size. The Arboretum has been off the charts with excellent participation!

8. Friends Report – Eldredge

Eldredge said Dymant deserves kudos for bringing in the Bonsai clubs.

Eldredge said the Sweetheart Stroll on Valentine's Day was the first time and was well attended with 160 attendees, \$5 each, netted \$800 or so with minimal effort. Will do this event again.

Eldredge said Veggiepalooza is March 19 & 20, Members day on March 18. Plants look terrific and have plenty of volunteers but very concerned with lane closure on Yorba Linda and Associated Road. Event is expected to net \$35K.

Dyment said the Campus Parking & Transportation is being very helpful and will be directing traffic to ensure that people get our event as well as 2 other campus events on the same weekend.

Eldredge said Green Scene is April 16 & 17. We are 10% below with vendors as compared to last year. Also having to rework the layout given the obstacle course equipment that has been installed between the Arboretum and the bike path.

Eldredge said Victorian Tea is May 1st, Around the World in 8 "tea" Days – each table uniquely and lovingly decorated by Victorian Society members. Forecast to be sold out again this year. Proceeds are allocated for maintaining the Heritage House.

Eldredge said Gala is June 18th, save the date cards went out, invitations are almost ready. Lawrence Yun, art professor is very involved. The honoree this year will be Hart Community Homes.

Eldredge said finances this year show us about \$10k behind as of January, but on track to provide volunteer support and make the commitment of \$135k to Arboretum. We have lowered our commitment amount for next year to \$125k.

Eldredge said Friends are in the process of updating by-laws and discussions that go along with that. Will be seeking new board members to fill open positions.

OTHER BUSINESS

No other business.

ADJOURNMENT

Mumford adjourned the meeting at 3:52 p.m.

The next Commission meeting will be held Wednesday, June 8, 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: Draft Budget Fiscal Year 2016/17

Exhibit B: Friends License Agreement

Exhibit C: Financial Worksheets FY2015/16