

MINUTES
JENSEN-OLSON ARBORETUM ADVISORY BOARD
Wednesday, April 27, 2011
City Hall Conference Room 224, 5:15PM

I. ROLL CALL

Members Present: Ed Buyarski, Patricia Harris, Bobby Lee Daniels, Iris Korhonen-Penn, Kathy Thatcher, Deborah Rudis, Kim Garnero

Members Absent: Peter Froehlich

PRAC Liaison: Kate Walters

JSD Liaison: Patty Newman (teleconference)

Staff Present: Merrill Jensen, Arboretum Manager; George Schaaf, Parks & Landscape Superintendent; Brent Fischer, Parks & Recreation Director; Jessica Beck, Administrative Assistant II

II. PUBLIC TESTIMONY ON NON-AGENDA ITEMS – none

III. APPROVAL OF AGENDA

Agenda approved.

IV. APPROVAL OF MEETING MINUTES

A. February 9, 2011 – Ms. Garnero motioned to approve. Approved.

V. CHAIR REPORT – none

VI. MANAGER'S REPORT

Mr. Jensen said the arboretum has crossed the threshold of no more freezes over night. He has been helping at the City Green House including getting things prepped, seeding, and transplanting. He began work on North American Plants Collections Consortium application. New insulation has been placed in the attic of the house. Mr. Jensen went to the Northwest Flower and Garden Show in Seattle and brought back a suitcase of plants including some trial plants. There are more seeds started in the basement. He was worried about the quality of some of the primula seed but they are fine now. New racks were purchased to store all of this new stuff in the glass house, sun room and in the basement. Mr. Jensen attended Supervisory Academy in March and learned some helpful information. Last year DIPAC had a bunch of pass date fish meal food. He was able to get a whole pallet of fish meal and it is a great fertilizer. He started pruning, etc. Bill started last week. The new intern started today. She is going to map invasive species. Mr. Jensen was at Fish & Wildlife Bear Safety Training the last two days. He started up potting material for the upcoming plant sale.

VII. ACTION ITEMS – none

VIII. INFORMATION ITEMS

A. Endowment Funding Operations

Mr. Schaaf stated the funding from the CBJ will no longer be available for the arboretum for FY12. The CBJ wants to see a meaningful contribution from the endowment earnings. Someone needs to come up with a plan to sustain the endowment, make it grow and have it fund the arboretum. Ms. Garnero said the Finance Director would like the arboretum to be self sustaining. Ms. Garnero referred to the resolution establishing the Jensen-Olson Arboretum Advisory Board where it states "for the purpose of augmenting the Arboretum's budget and not supplanting normal operational funds". This resolution would need to be changed for the endowment to fully sustain the arboretum. Ms. Thatcher said they looked at different endowment policies and did a lot of research to find some of these old documents. Ms. Korhonen-Penn motioned for Ms. Garnero, Ms. Thatcher and Mr. Daniels be appointed to the

Endowment Subcommittee. Approved. Ms. Thatcher created a spreadsheet to see what the fund value would look like over time under different payment methods.

B. Plant Sale

Mr. Jensen will be out of town on May 7th. There will be no plant sale on May 7th but the following weekend, May 14th, they will have a "Celebration of Primula" and have the plant sale at the same time.

C. Alaska Public Gardens Day

The legislation to establish Alaska Public Gardens Day is past the legislature. We are waiting for the governor to sign it. Alaska Public Gardens Day will be May 28th. Mr. Jensen will have plants to give away.

D. Memorial Service for Stella and Jackie

Stella purchased a bench in memorial of Jackie last year. Stella passed away early March. On June 11th at 5:30pm, there will be a get together and dedication of the bench to both of them.

E. Commercial Use Administrative Agreement

The Commercial Use Administrative Agreement is still in Law. Mr. Schaaf talked to Jane in Law and there seems to be no problem with small scale services, 15 person vans, etc. It doesn't mean anything unless it's in writing.

F. Bricks Update

Mr. Buyarski has the bricks. The bricks will be placed in front of the benches for people to read the names while sitting on them. Placing the bricks may be a good project for Rotary. Ms. Rudis motioned to pay the bill of \$1017.90 from the SEAL Trust. Approved.

G. Notecards Update

Mr. Jensen was working on it but it's on hold until the summer season and nice weather is over.

H. Baseball Hat Update

A check from the SEAL Trust has been mailed to pay for them. There will be two different designs and 100 hats ordered. They will probably be sold for around \$15.00.

I. Cliff Lobaugh Memorial

The memorial will be on June 25th. They are expecting a lot of people to show up. People will park at the Shrine and a van will bus people to and from the Arboretum. Tents will be set up for a potluck, etc. They are expecting around 200 people to show up with at least 25 people from out of town.

J. STIP Grant

There is no information yet. We should hear something by the end of the month.

K. Event for Wine Tasting Donors

Sometime after July 4th there will be a tea party for the people who donated to the wine tasting event last year.

L. 2011 Wine Tasting Event

It will most likely be the first week of September or last week of August. Mr. Jensen will ask Glacier Gardens what days will work for them. Thursday during the week was a good day to have the event. Ms. Harris has copies of checks and ticket stubs from last years wine tasting event to create a contact list. Ms. Garnero volunteered to compile and type them up.

M. Composting Project Funding Possibilities

Ms. Harris has been talking to the Friends of Recycling and they have a little bit of money. They are thinking of trying to get a composting project started at the community garden and maybe it's possible for the arboretum also. Mr. Jensen said most of the stuff he could compost is going back into the ground but if they do it then he could participate.

N. FOJOA Update

Everything has been turned in and they have received it. We haven't heard anything else yet.

IX. COMMITTEE REPORTS

- A. Endowment Committee: See above.
- B. Volunteer Committee: Merrill shared the volunteer days for the 2011 season.
- C. Fundraising Committee: Nothing.

X. CORRESPONDENCE – none

XI. CONTINUATION OF PUBLIC PARTICIPATION ON NON-AGENDA ITEMS – none

XII. BOARD COMMENTS

Bobby Lee Daniels – The amarilla plants he purchased last year have grown. He thanked the CBJ for the volunteer thank you card and treats.

Deb Rudis – She started a list serve called Rain Country Gardeners for people to ask questions and have discussions.

Tentative next meeting: June 29th, 2011

XIII. ADJOURNMENT: 7:03pm, Approved.