

**LUTHER BURBANK HOME & GARDENS**  
**March 19, 2008**

**1. CALL TO ORDER**

The March 19, 2008 Board meeting was called to order by Chair Haeg at 9:00am at the Finley Center in Santa Rosa, California.

**2. ROLL CALL**

Present: Haeg, Hower, Milano, Reed, Nestle, Yare, Harrington, Russ, McCaw, Harrington  
Staff: Grant, Hall

**3. PUBLIC APPEARANCES**

None

**4. APPROVAL OF MINUTES AND AGENDA**

**4.1 Approval of Minutes**

Moved by Reed; seconded by Milano, to approve the minutes; motion carried.

**4.2 Approval of Agenda**

12.2 should read: Chair to update the board on the curator position. Moved by Nestle; seconded by Hower, to approve the amended agenda; motion carried.

**5. Chair's Comments**

- Conflict of interest training is tomorrow in City Council chambers.
- Boards and Commissions barbeque is June 11 at Finley Community Center.
- CFSC (Community Foundation Sonoma County) non-profit conference was attended by Grant, Haeg and Harrington.
- Volunteer Spring luncheon is March 29 at Finley Community Center.
- The transfer of reserve funds to CFSC will be on the April Board agenda.

**6. Volunteer Association/Planning Committee**

- Russ reports that Mike Milano will assist with the Rose Parade float. The theme was discussed. He asked for additional volunteers to help.
- Holiday Open House plans are in progress.

**7. Monthly Financial Report**

- Hower reviewed the report included in the board packet which will be filed with the minutes of this meeting.

**8. Board/Staff Announcements**

- Susan Gorin has not appointed a board member to replace Cherie Gunnell.
- Nestle and Milano will not be here for April board meeting.
- Grant presented the ARG final report. Discussion followed. Hall distributed copies for all board members. The report will be discussed in depth at the April Board meeting.
- Grant reported the Recreation & Parks budget has been submitted for approval and briefly explained the next fiscal year.
- The Arbor Day celebration was successful.
- Hall reports the cell phone audio tour preparations are in process.
- The oriental rugs for the Home are to be delivered this week.
- New curtains have been purchased for the Music Room to replace the unusable existing curtains.
- One of the historic plaques by the Tupper Street fountain has been stolen.
- The small greenhouse will be replaced soon, to be donated by one of the Volunteer gardeners.
- Board consensus is to let Dee Blackman know that the Board has no objection to asking Chris Smith to write an article in the Press Democrat about the stolen historic plaque, without offering a reward for its return.
- The new Poppy Poster will be discussed at the April meeting.
- Harrington suggests a yearly event to recognize our large donors.
- Nestle suggests the large donors be considered for future Board members.

SUBJECT TO APPROVAL

## 9. Garden Report

- Milano reports general clean up, planting and pruning in the Garden are in progress.

## 10. Gift Shop Report

- The Gift Shop is ready to open. One new Volunteer will be starting this season. Four workshops were conducted to prepare for the season. McCaw asks for recognition of Dee Blackman for all of her contributions.

## 11. Training Update

- Yare has dismissed one volunteer. There are 11 Gardener, 1 Gift Shop and 5 Docent Volunteers starting the season. On the 1<sup>st</sup> three Mondays in August new volunteer training will be conducted.

## 12. Scheduled Items

### 12.1 Community Foundation Sonoma County 2007 earnings statement

- Each Board member expressed their opinion as to whether or not the interest from the Endowment Fund should be moved to the expendable Foundation Fund. Nestle wants it to remain in the Endowment Fund for at least five years and urges the Board to concur. Moved by Nestle to leave funds in the Endowment Fund; seconded by Russ; motion carried.

### 12.2 Burbank Curator

- Haeg read the statement that was adopted by this board regarding the retention of the Burbank Curator position.
- Grant explained how funds that still exist can be used to continue the work at LBH&G.

### 12.3 November Volunteer Appreciation Brunch

- The November Volunteer Brunch will be held on November 1 at Legends of Bennett Valley at the Bennett Valley Golf Course. The contract is finalized and the deposit has been made.

### 12.4 Brown Act Review

- Grant passed out a PowerPoint of the Brown Act requirements and briefly went over the rules.

### 12.5 Goals Committees

#### CIP – Capital Improvement Program

- Johnson passed out and reviewed the goals for this committee which are included with the notes of this meeting. Discussion followed.

#### Funding Resources

- Haeg passed out and reviewed the goals for this committee which are included with the notes of this meeting.

#### Volunteer Recruitment

- Yare and Milano passed out and reviewed the goals for this committee which are included with the notes of this meeting.

**ADJOURNMENT:** Moved by Reed; seconded by Johnson, to adjourn the meeting; motion carried. Meeting was adjourned at 11:32am by Chair Haeg.

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Recording Secretary

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Board Chair