

LUTHER BURBANK HOME & GARDENS

April 16, 2008

1. CALL TO ORDER

The April 16, 2008 Board meeting was called to order by Chair Haeg at 9:02am at the Finley Center in Santa Rosa, California.

2. ROLL CALL

Present: Haeg, Hower, Reed, Yare, Harrington, Russ, McCaw, Harrington

Absent: Nestle, Milano

Staff: Grant, Hall

3. PUBLIC APPEARANCES

Dave Chiotti came before the Board to ask permission to take the 1926 Dodge to events on May 24 in Oakmont and July 18-21 in Sonora. He will tow the Dodge to Sonora with his truck and car trailer. Promotional information will be taken to hand out to anyone interested in learning more about LBH&G. The Board gave permission to attend the events.

4. APPROVAL OF MINUTES AND AGENDA

4.1 Approval of Minutes

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

4.2 Approval of Agenda

Moved by Reed; seconded by McCaw, to approve the agenda; motion carried.

5. Chair's Comments

- June 11 is the Boards and Commissions barbeque at Finley.
- Susan Gorin has not appointed a new board member to replace Cherie Gunnell.

6. Volunteer Association/Planning Committee

- The Spring Luncheon was very successful.
- Basham, Abbott and Russ were interviewed for a 30-minute radio spot.
- Russ will attend a conference on May 9 in Ukiah to learn basics of grant writing.
- David Gillespie has agreed to be 'Mr. Burbank' at future events.
- The Docent scheduler is having difficulty filling drop-in docent shifts.
- Jay's Engraving is producing more plant signs for installation in the gardens.
- Antique Evaluation Faire planning is in progress.
- Mary Basham is making 200 corsages for the Mother's Day event.
- The Rose Parade planning is underway.
- The Midsummer Garden Tea is on July 27.

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

- Haeg circulated the Volunteer Center brochure for non-profit workshops.
- Grant reported the Recreation & Parks strategic plan has been approved by City Council. A copy is available for review in the office.
- Grant will schedule a meeting with Haeg and Russ and Vice Mayor Sawyer to discuss the staffing of maintenance workers at LBH&G.

9. Garden Report

- No report.

10. Gift Shop Report

- The Gift Shop has had some very successful days since opening and is running well.

SUBJECT TO APPROVAL

11. Training Update

- Yare reports everything is going well with the new Docents.
- Three new prospective volunteers are signed up for the August training so far; several more to interview.
- Preble Franklin is having difficulty scheduling the Docent shifts. Discussion followed about how to enforce the requirement.

12. Scheduled Items

12.1 Goals Committees

CIP – Capital Improvement Program

- Report circulated and reviewed by Johnson is included with the minutes of this meeting. Discussion followed.

Funding Resources

- Report circulated and reviewed by Haeg is included with the minutes of this meeting. Discussion followed.

Volunteer Recruitment

- Report circulated and reviewed by Yare is included with the minutes of this meeting.

12.2 ARG Final Report

- Deferred to May agenda.

12.3 Transfer of Reserve funds to Luther Burbank Foundation Funds

- Haeg asked the Board to approve amounts to be transferred from the reserves to each of the funds maintained by Community Foundation Sonoma County. Moved by Johnson; seconded by Reed, to transfer \$200,000 from Reserves to increase the CFSC Endowment Fund to \$120,000 and increase the amount of the Foundation Fund with the remainder of the \$200,000. Seven ayes with McCaw abstaining. Grant will prepare the City Council agenda item to request the transfer of the funds.

12.4 Poppy Poster Event

- Reed reviewed the detailed report included in the board packet which is included with the notes of this meeting.

ADJOURNMENT: Moved by Reed; seconded by Johnson, to adjourn the meeting; motion carried. Meeting was adjourned at 11:40am by Chair Haeg.

Recording Secretary

Board Chair