

**LUTHER BURBANK HOME & GARDENS**  
**May 21, 2008**

**1. CALL TO ORDER**

The May 21, 2008 Board meeting was called to order by Chair Haeg at 9:04am at the Finley Center in Santa Rosa, California.

**2. ROLL CALL**

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

**3. PUBLIC APPEARANCES**

Haeg introduced and welcomed Gig Hitao who is considering taking the open Board position which will be appointed by Susan Gorin.

**4. APPROVAL OF MINUTES AND AGENDA**

**4.1 Approval of Minutes**

Moved by Johnson; seconded by Nestle, to approve the minutes; motion carried.

**4.2 Approval of Agenda**

Moved by Nestle; seconded by Russ, to approve the agenda; motion carried.

**5. Chair's Comments**

- Haeg thanked the Rose Parade committee for their success in winning two awards.
- The Mayor's lunch will be attended by Richard Russ.
- The Board is encouraged to attend workshops at the Volunteer Center.
- Sixth Street Playhouse has sent their schedule for next season. Board was asked if we want to participate. Consensus was to proceed. Ruth Fulger will be asked to chair.

**6. Volunteer Association/Planning Committee**

- The Rose Parade 1926 Dodge float won first place in the non-profit float division and also won for best use of roses.
- A letter of congratulations will be sent to Lori Ross as Volunteer of the Year.
- A thank-you letter will be sent to Tim Hall for all of his work on the Rose Parade float.

**7. Monthly Financial Report**

- Hall reviewed the report included in the board packet which is filed with the minutes of this meeting.

**8. Board/Staff Announcements**

- Grant reported on General Fund budgetary issues explaining the deficit that exists. Cuts in General Fund Department budget will continue into 09-10 fiscal year.
- The Tupper Fountain is being considered for updating. Redesign is possible with funds not yet determined, but could possibly come from the Art District. There will be a tour of the downtown Art District on June 18.
- The proposal to transfer funds to Community Foundation Sonoma County will be presented as a consent item to City Council on June 10.

**9. Garden Report**

- Preparation for the plant sale at Mothers' Day.
- Vegetable garden is being planted for summer.
- Oak tree in front of the home has been pruned.
- East side trees have been pruned.

**10. Gift Shop Report**

- No report.

SUBJECT TO APPROVAL

## 11. Training Update

- Yare reports 4 Gift Shop, 2 Docent and 4 Gardener new Volunteers will be training in August.
- Yare will ask that an ad be placed in the Press Democrat to attract new volunteers.

## 12. Scheduled Items

### 12.1 Bronze plaque replacement

- Replacement of the stolen bronze plaque was discussed.
- Moved by Johnson to purchase a new bronze plaque to be attached securely and installed by the city; seconded by Milano, motion carried.

### 12.2 Hexagonal Bench Replacement

- Milano reviewed the report by Dee Blackman for replacement of the hexagonal bench.
- Moved by Milano to replace the hexagonal bench in front of the Carriage House and order and install it using the Board Expenses account, further that the Planning Committee marketing plan be submitted in writing to the Board; seconded by Russ; motion carried.

### 12.3 Non-Profit Organization

- Haeg reviewed the report that was distributed to the Board regarding the background of forming a 501(c)(3) which is filed with the minutes of this meeting.
- Grant passed out a listing of landscape maintenance responsibilities which are now being performed by the City in order to clarify the City's role in the care of the site.
- Moved by Nestle that the board approve in concept a 501(c)(3) and that the subcommittee continue its efforts to establish the 501(c)(3) with anticipated filing for application for 501(c)(3) by August 1, 2008; seconded by Harrington; motion carried.

### 12.4 Goals Committees

June mid-year reports due at next Board meeting.

#### CIP – Capital Improvement Program

- Report and priority list circulated and reviewed by Johnson is included with the minutes of this meeting. Discussion followed.
- Moved by Harrington that the Board authorize four data loggers for the Home to be purchased using CIP funds; seconded by Russ; motion carried.

#### Funding Resources

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

#### Volunteer Recruitment/Community Awareness

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

### 12.5 ARG report prioritization

- Discussed in CIP report; will be continued at next meeting.

**ADJOURNMENT:** Moved by Nestle; seconded by Yare, to adjourn the meeting; motion carried. Meeting was adjourned at 11:18am by Chair Haeg.

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Recording Secretary

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Board Chair