

CITY OF SANTA ROSA
LUTHER BURBANK HOME & GARDENS
August 20, 2008

1. CALL TO ORDER

The August 20, 2008 Board meeting was called to order by Chair Haeg at 9:06 am at the Finley Center in Santa Rosa, California.

2. ROLL CALL

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

3. PUBLIC APPEARANCES

None

4. APPROVAL OF MINUTES AND AGENDA

4.1 Approval of Minutes

Adjournment time was 11:25am not 11:25pm at July 16 meeting. Moved by Reed; seconded by Hitao, to approve the minutes as corrected; motion carried.

4.2 Approval of Agenda

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

5. Chair's Comments/Announcements

- Haeg attended the Planning Committee meeting to thank the Volunteers for all their hard work on the Antique Evaluation Faire.
- The quarterly Community Foundation report was briefly discussed.
- The letter included in the Board packet to the Arts Council was discussed.
- Haeg requests that the Board be involved in decisions made regarding the Tupper Fountain.

Linda Daube was introduced to discuss the 501(c)(3) and to answer any questions. She presented the Board with the documentation for the non-profit status. Discussion followed. She was thanked by the Board for all the work she has contributed to the formation of the non-profit.

6. Volunteer Association/Planning Committee

- The Antique Evaluation Faire cleared \$1600 in profits.
- HOH will join with Junior League for a Friday night open house.
- The Midsummer Garden Tea cleared \$1000+ in profits.
- Bird houses for HOH are being completed.
- Nestle asks that Richard convey the thanks of the Board to the Planning Committee for all their hard work.

7. Monthly Financial Report

- Hower distributed and reviewed the 07-08 Final report and the July report which are filed with the minutes of this meeting. Discussion followed. There will be follow-up with the final report at next month's meeting. A hard copy of the CIP funds is requested by Chair Haeg for availability to the Board next month.

8. Board/Staff Announcements

- Grant discussed the City Council budget process details with the Board. This document was included in the Board packet.
- Nestle reports that a local winery is planting heritage fruit trees and plans to plant some Burbank developments as part of their tribute to Luther Burbank.

9. Garden Report

- The small greenhouse is being assembled and will be finished soon.

SUBJECT TO APPROVAL

- Two commemorative benches has been sold. The benches are at the warehouse ready to be assembled.

10. Gift Shop Report

None.

11. Training Update

- August training is complete with 3 docents, 2 gift shop and 2 gardeners.

12. Scheduled Items

12.1 Request for authorization of additional expenditures from Project Account #4253

- The memo included with the Board packet was discussed and the Board was asked to approve \$2000 to complete signage projects. Moved by Milano to approve additional funds, seconded by Reed; one opposed, motion carried.

12.2 Transfer of funds from Reserves

- Moved to September meeting.

12.3 Goals Committees

CIP – Capital Improvement Program

- Report circulated and reviewed by Reed 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/Community Awareness

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

12.4 ARG Implementation Plan

- Moved to September meeting for complete progress report on implementation plan.

ADJOURNMENT: Moved by Hower; seconded by Milano, to adjourn. Meeting was adjourned at 11:42am by Chair Haeg.

Recording Secretary

Board Chair