

CITY OF SANTA ROSA

LUTHER BURBANK HOME & GARDENS BOARD

Finley Community Center, **Manzanita Room**, 2060 W. College Avenue, Santa Rosa, California

Wednesday, November 19, 2008

9:00 a.m.

NOTICE IS HEREBY GIVEN that the Luther Burbank Home & Gardens Board will meet on Wednesday, November 19, 2008, at 9:00 a.m. at Finley Community Center, **Manzanita Room**, 2060 W. College Avenue, Santa Rosa, CA. Items on the Agenda are presented for information, discussion, and possible action.

AGENDA

No.	Subject	Presenter	Item Time
1.	Call to Order	Haeg	
2.	Roll Call	Recording Sec.	
3.	Public Comments – Except for public hearing agenda items, the public may comment on all other agenda items and on items not on the agenda within the jurisdiction of the Luther Burbank Home & Gardens Board during this period. The public may comment on public hearing agenda items when the hearing is opened. Each speaker is allowed three minutes.		
4.	Approval of Minutes and Agenda		
4.1	October 15, 2008	Haeg	2 min.
4.2	Approval of Agenda	Haeg	2 min.
5.	Chair's Comments/Announcements	Haeg	5 min.
6.	Volunteer Association/Planning Committee	Russ	5 min.
7.	Monthly Financial Report	Hower	3 min.
8.	Board/Staff Announcements		10 min.
10.	Gift Shop Report	McCaw	3 min.
11.	Training Update	Yare	3 min.
12.	Scheduled Items		
12.1	“Acquisitions and Surplus Property” and “Archives Access and Document Reproduction” policies – Board to review updated/rewritten policies with possible adoption. (Blackman - 30 mins.)		
12.2	Fees, Charges and Revenues to be discussed by Board - Board to discuss possible fee increases and revenue increases through facility rental opportunities for fiscal 09-10. (Hower & Grant- 30 mins.)		
12.3	Architectural Resources Group project management proposal - Board to discuss ARG proposal for project management services with possible approval of contract for weatherproofing repairs, picket fence and fire suppression system. (Grant - 25 mins.)		
12.4	Payment of expenses for forming non-profit organization – Board to discuss and take possible action regarding payment of expenses for forming non-profit organization. (Harrington - 10 mins.)		
12.5	Planning Committee recommendation to the Board regarding participation in salary contribution for the Administrative Secretary – Planning committee recommendation to be presented to the Board regarding Administrative Secretary salary contribution (Russ - 30 mins.)		

ADJOURNMENT – The next meeting is scheduled for Wednesday, December 17, 2008, at 9:00 a.m. at Finley Community Center, **Manzanita Room**, 2060 West College Avenue, Santa Rosa, CA.

No other business may be considered at this meeting.

Posted by: _____

Contact Linda Hall (524-5445) for any questions regarding the agenda.



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This information can also be accessed via the internet at: <http://srcity.org>

Any writings or documents provided to a majority of the LBH&G Board regarding any item on this agenda will be made available for public inspection in the LBH&G office located at Luther Burbank Home & Gardens, 204 Santa Rosa Avenue, during normal business hours.