

**CITY OF SANTA ROSA  
LUTHER BURBANK HOME & GARDENS  
September 16, 2009**

**1. CALL TO ORDER**

The September 16, 2009 Board meeting was called to order by Chair Haeg at 9:00 am at the Finley Community Center in Santa Rosa, California.

**2. ROLL CALL**

Present: Haeg, Yare, Reed, Russ, Harrington, Nestle, Hower, Chiotti, Hitao, McCaw.

Absent: Skold

Staff: Grant, Hall

**3. PUBLIC APPEARANCES**

None

**4. APPROVAL OF MINUTES AND AGENDA**

**4.1 Approval of Minutes**

Moved by Reed, seconded by Hitao, to approve the August 19 minutes; motion carried.

**4.2 Approval of Agenda**

Moved by Hower; seconded by Chiotti, to accept the agenda; motion carried.

**5. Chair's Comments/Announcements**

- Included in your packet is Resolution 24186. Discussion followed regarding the procedures to process the \$10,000.

**6. Volunteer Association/Planning Committee**

- Russ reports the Planning Committee discussed the recommendation of the Master Plan Review Committee on how to use the \$10,000 donation from Ms. Watanabe. The Committee's recommendation is to use the money to replace the wood of the raised demonstration beds.
- The Planning Committee recommends Windsor Elementary be given \$150 toward bus fees to bring their 3<sup>rd</sup> graders for tours in October.
- The last field trip of the year is to Goldridge Farm on September 28.
- Group tour attendance is up.
- The 6<sup>th</sup> Street Playhouse tickets are selling well. 55 have been sold.
- There will be a Prize Giveaway at Holiday Open House of a custom built birdhouse.

**7. Monthly Financial Report**

- The August income report included in the Board packets was reviewed by Hower and is filed with the minutes of the meeting. Discussion followed.

**8. Board/Staff Announcements**

- *True Green* has the contract with Parks for mowing and is now doing the mowing at LBH&G.

**9. Garden Report**

- The Master Plan Review Committee meets on the first Friday of every month, on site at 12 noon.

**10. Gift Shop Report**

- Three Gift Shop Volunteers are resigning at the end of this season. Shift coverage will not be an issue.

**11. Training Update**

- Yare reports there are 3 prospective volunteers are being interviewed on 9/18 with more in October.

**12. Scheduled Items**

**12.1 Invitation to new non-profit BOD to observe LBH&G Board meeting**

- Hitao feels the new BOD should be asked to attend to find out how this Board functions.
- A letter will be sent by Haeg to each Director asking them to attend.

- Moved by Nestle to send invitations to BOD members of the non-profit to attend the LBH&G Board meeting in December and join the group for lunch as well as attending any other Board meetings they are available; seconded by Hower; 6 no, 3 yes, motion defeated.
- Moved by Hitao to invite LBHGA BOD to attend LBH&G Board meetings to observe and speak at Public Comments, seconded by McCaw; 6 yes, 2 no; motion carried.

### **12.2 Reserves Report**

- Hower distributed and reviewed the Reserves report she compiled which is included with the minutes of this meeting. Discussion followed.

### **12.3 How to spend \$10,000 donation**

- Hower presented the list of criteria and priorities from the Master Plan Review Committee. The list is included with the minutes of the meeting.
- The demo bed replacement is the number 1 project on the list.
- Nestle moved the demo beds be replaced, seconded by Chiotti; motion carried.

### **12.4 Volunteer Association brunch**

- Reed sent the sign up sheet around for Board members to volunteer for serving duties at the brunch on November 7.

### **12.5 Hedgpeth continuation discussion**

- Hitao sees the project as new science extending to today's fields pursuing new avenues. He sees the project on the corner of Juilliard Park where commercial buildings now exist.
- Hower is in favor of the project.
- Russ sees it as competition for the same money we would be soliciting. He is not for the project.
- Haeg asked Hedgpeth to make his presentation so the Board would be able to see his vision as complimentary to LBH&G.
- Yare sees it as an interesting project and if completed should also be profitable to LBH&G.
- Reed sees the project as an interesting concept we should want to be connected with, but is many years away.

### **12.6 Goals Committees**

#### **Goals 1 – CIP**

- The final report has been received from ARG for the window conservation and film project.
- A grant will be applied for to plan for fire suppression and climate control.

#### **Goals 2 – Funding Resources**

- Hitao distributed the committee report which is filed with the minutes of the meeting. Discussion followed.

#### **Goals 3 – Transition to Non-Profit**

- The next meeting of the Transition Committee will be September 28 in the Finley Community Center Manzanita Room at 10am.
- The Professional Services Agreement between the City and the BOD of the 501(c)3 is in the City Attorney's office.
- Benchmarks for transition will be discussed at the next meeting.

**ADJOURNMENT:** Moved by Nestle, seconded by Harrington, to adjourn; motion carried. Meeting was adjourned at 11:10am by Chair Haeg.

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Recording Secretary

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Board Chair