

**MINUTES**  
**JENSEN-OLSON ARBORETUM ADVISORY BOARD**  
**Mendenhall Library, Conference Room | Wednesday, February 8<sup>th</sup>, 2017 5:15 P.M.**

**I. Call to Order at 5:22 by Chair, Ed Buyarski**

**Present:** Kristin Bartlett, Ed Buyarski, Shawn Eisele, Kim Garnero (t), Patricia Harris, Nell McConahey (t), Deborah Rudis

**Absent:** Peter Froehlich

**Staff Present:** Brent Fischer, Facilities, Parks, & Landscape Superintendent; Merrill Jensen, Arboretum Manager, Lauren Verrelli, P&R Administrative Assistant II

**II. Agenda Changes –**

- P. Harris: Updates on SEAL Trust and P&R Master Plan

**III. Public Participation on Non-Agenda Items – None.**

**IV. Approval of Minutes – November 11<sup>th</sup>, 2016:** S. Eisele moves to approve the minutes, no objection. *Minutes adopted.*

**V. New Business –**

- **JOA Endowment:**

P. Harris: Bob Bartholomew asked for recommendations in a meeting with Merrill and Kim whether the Endowment should be invested with the Community Foundation rather than through the City. A recommendation would be to form a committee from the Advisory board to set up a meeting with CBJ and the Land Trust. Merrill, Kim and I agree to it, is there anyone else from the board that is interested?

N. McConahey: I could probably put some time into this.

E. Buyarski: So it will be Merrill, Pat, Kim and Nell for the committee.

K. Garnero: The other thing they're looking for recommendations on is the \$142,000 in rental money we have received from Merrill over the last 11 years that is not in the investment fund at this time. We could use that money to supplement the CBJ appropriation for the parking lot, as well as the sunroom construction.

D. Rudis: I make a motion to use the \$142,000 as stated in item #2—

*Priority 1: Currently, CBJ has budgeted from the 1% sales tax revenue an amount of \$75,000 toward construction of a parking lot at the Arboretum; please allocate funds from the \$142,000 to cover parking lot construction costs not covered by the already allocated \$75,000. Priority 2: Please allocate additional funds from the \$142,000 to cover full costs for repair and rebuilding the sunroom on the residential property.*

S. Eisele: What's the money used for otherwise?

M. Jensen: It was just undesignated funds.

P. Harris: The Friends of the Arboretum is in favor of this motion as well.

S. Eisele: When is the parking lot going to be constructed? Is there a budget?

M. Jensen: It's going to be worked on this year. It's in the process of getting designed. We're working on permitting now with DOT.

S. Eisele: If it were me and just found a big amount of money like this my first action wouldn't be to totally give it away after one meeting. As a board I think we should

support the parking lot idea and state we look forward to seeing what the budget is for creating it. But we should also think about our other priorities too.

D. Rudis: We have been working on this for years. The fact that they're going to do it this year is critical. If we can put the money towards the parking lot we should.

E. Buyarski: This has been a priority to happen, it just hasn't. This will help it get completed.

S. Eisele: I will probably vote against it because I don't know much about it.

E. Buyarski: All in favor of the motion to prioritize the \$142,000 mentioned before?

*Aye: K. Bartlett, E. Buyarski, K. Garnero, P. Harris, N. McConahey, D. Rudis*

*Nay: S. Eisele*

**Motion Passes.**

P. Harris: Kim and Merrill were advising that the rental fees be regularly transferred to the endowment quarterly going forward.

K. Garnero: \$142,000 should have been moved into the endowment regularly, it was an oversight it wasn't occurring. We would like to correct that oversight going forward. We would create a regular quarterly transfer.

P. Harris: I move we recommend that future rental resident's fees be put into the Vanguard Endowment quarterly.

*Aye: K. Bartlett, E. Buyarski, S. Eisele, K. Garnero, P. Harris, N. McConahey, D. Rudis*

*Nay: none*

**Motion Passes.**

- **2016 Annual Report:**

E. Buyarski: This is what I need to work on to submit and present to the Assembly.

**VI. Unfinished Business –**

- **SEAL Trust Follow-Up:**

B. Fisher: Lauren and I met with SEAL Trust and brought them the scenarios we discussed. They are taking them to their board meeting and we have yet to hear back.

- **Master Plan:**

L. Verrelli: We're currently in Phase 3 and in the process of forming the Special Committee that should be created in the next PRAC meeting.

**VII. Committee Liaison and Staff Reports**

- Chair Report:** None.
- Manager's Report:** Included in packet.
- Friends of JOA –**

P. Harris: We provided our survey results and discussed them with Alix Pierce for the Master Plan. We have done some improvements to the Friends website. We're responsible for the Plant Sale this spring. We all are also giving \$5,000 towards the \$14,000 for the Word Garden project.

**VIII. Other business—**

- E. Buyarski: Steve has resigned from the board so we're looking for a new member.

**Adjournment – 6:05 p.m.** *Having no further business before the Board.*

**Next Meeting: Wednesday, June 14<sup>th</sup> at 5:15 p.m. in the Mendenhall Library.**

Respectfully submitted, Lauren Verrelli, Administrative Assistant II, 6.8.17