

AGENDA
JENSEN-OLSON ARBORETUM ADVISORY BOARD
Valley Library
Wednesday, May 18, 2016
5:15 P.M.

- I. Call to Order
- II. Agenda Changes
- III. Public Participation on Non-Agenda Items
- IV. Approval of Minutes - Wednesday, February 10, 2016
- V. Unfinished Business
- VI. New Business
 - a. Arboretum Master Plan
- VII. Committee, Liaison, and/or Staff Reports
 - a. Chair Report – E. Buyarski
 - b. Manager Report – M. Jensen
 - c. Friends of JOA Report – P. Harris
- VIII. Other Business
- IX. Adjournment

**DRAFT MINUTES
JENSEN-OLSON ARBORETUM ADVISORY BOARD
Mendenhall Library, Small Conference Room**

Wednesday, February 10, 2016

5:15 P.M.

Call to Order by Chair, Ed Buyarski

Present: Kristin Bartlett, Shawn Eisele, Patricia Harris, Nell McConahey, Deborah Rudis;

Absent: Peter Froehlich, Kim Garner, Steve Moseley

Staff Present: Merrill Jensen, Jensen-Olson Arboretum Manager; Lindsey Daniel, Parks & Recreation Administrative Assistant II

Agenda Changes – None.

Public Participation on Non-Agenda Items – None.

Approval of Minutes - November 9, 2015: E. Buyarski requests that his name be spelled correctly. **Minutes approved with change.**

Unfinished Business – None.

New Business – None.

Committee Liaison and Staff Reports

Chair Report: The May 7th Plant Sale is run by the Master Gardeners this year, they are looking for volunteers. Last night was the first class of the new Master Gardener class.

P. Harris: Theoretically we are part of the consortium of groups for the Plant Sale. Did we see any money from the plant sale? M. Jensen: I spoke with Elfriede at the Garden Club Meeting and she said she completely forgot to disperse funds.

Manager's Report included in packet. S. Eisele: Can you give a snapshot of any educational programs happening at the Arboretum this summer? M. Jensen: Sea Week Activities, usually between 3 and 5 classes. UAS generally comes out. Sealtrust is going to do a water color class. We don't have anything else on the calendar right now. We are open to any and all folks that want to come out.

M. Jensen: One item I forgot to include on the Manager's Report is an update on the parking lot. The proposed lot is at DOT awaiting permitting.

P. Harris: We have had a lot of inquiries about weddings, have we had anybody book yet? M. Jensen: No. I think the 50 people cap has been the stumbling point. P. Harris: Is that something we should discuss again? M. Jensen: I like the 50 people limit, if you get more people out there it really does take a toll on the turf.

Friends of JOA - P. Harris: We continue to work on a questionnaire to get input from community groups using the Arboretum, having it ready for the Plant Sale is a target date. We signed up for SurveyMonkey. We are planning on doing another wine tasting this spring. Because wine tastings have become so common, if we can't hold it at the gardens I think it will be less successful. We are having our annual meeting April 13th.

Other business: P. Harris: I'd like to ask S. Eisele and K. Bartlett what they see the Arboretum being used for in their respective programs, Discovery Southeast and the Department of Education? S. Eisele: For Discovery Southeast I see us continuing to use it for summer fieldtrips that are wilderness focused. For the Arboretum it would be great if they could run programs for the public, rather than only having different user groups run the programs. K. Bartlett: for younger students field trips and Sea Week are an appropriate use of the facility. I don't know if you're interested in having more of that, because I could easily help with more outreach in the schools. Additionally, I think the science of it all and how you go about growing these things could support curriculum teachers are teaching to certain age groups. In our high school career technical programs there are students who might be interested in the work at the Arboretum. We also have a lot of classes where students are required to do community service and opportunities to do that at the Arboretum would be great.

Adjournment -- 6:31 p.m. Having no further business before the Board

Respectfully submitted, Lindsey Daniel, P&R Administrative Assistant II

Next Meeting: Wed. May. 18, 2016 at 5:15 P.M. -- Mendenhall Library.

Jensen-Olson Arboretum

Manager's Report to the Advisory Board

May 18, 2016

- New Kitchen Flooring installed. Replaced the original from 54 years ago
- Finished sowing Primula seed from Scotland
- Tulips out of winter storage on February 22nd. Early!
- Spring shrub pruning
- During nice weather, toddler play dates with up to 12 individuals
- Budget went to final review end of February
- Johnson Youth Center, taught about flowers and their basic botany
- Word Garden – concept, Land Trust approval and grant sourcing. Grant to be written this summer to Stanley Smith Horticultural Trust
- March 10th, 1st *Primula denticulata* in bloom and 1st bumble bee
- *Primula auricula* propagation
- Potting for annual plant sale
- Master Gardener class taught on bulbs and annuals
- Derelict satellite dish taken down
- 8 yards of soil to vegetable garden
- Turf repair – initial bad seed delayed new growth
- Southeast interagency GLORIA (Global Observation Research Initiative in Alpine Environments) planning meetings
- Fertilized turf with poor results – redoing next week
- FJOA newsletter (Kelly, my wife is the Editor)
- Computer crashed and replaced
- Weed-eater died and replaced
- Plants donated to Glory Hole fundraiser
- USFS hummingbird banding in its 4th season
- Seasonal gardeners finally start – Carrie, April 20th, Chelsie, May 4th. If budget had allowed, one could have started in mid-March
- ‘Maria’s’ heirloom planting party with SeaAlaska Heritage group
- SeaWeek classroom visits – total of 145 students. Working on official policy with Juneau School District
- Annual Mother’s Day plant sale – an off year, didn’t sell out in the first half hour and brought home plants
- A Day of *Primula*. Over 180 visitors and first year with dedicated youth activities. Previous Mendenhall Visitor Education Coordinator provided programs. Two more youth activities planned this season
- Arboretum mapping project with UAS just started using CBJ imagery.
- Docent training to start

Friends of Jensen-Olson Arboretum
Financial Report for Annual Meeting
April 13, 2016

FJOA Finances

Changed fiscal year to calendar year, so six month reporting period for July – Dec 2015.

Cash:

- Started 2016 with \$30,915, which includes \$1,000 from Juneau Garden Club for gazebo shelter
- Certificate of deposit of \$15,000 June 2016 – renew or pull?

Budget:

- Proposal for 2016 projects \$11,850 in revenues and \$9,500 in expenditures for \$2,350 net result of operations.
- \$5,500 FJOA funds budgeted for gazebo shelter; have requested reimbursement from Juneau Community Foundation (would improve bottom line to \$7,850)

Other financials points of interest:

- CBJ operating budget for FY 16 is \$174,300, with \$89,300 funded from the endowment. Endowment portion calculated at about 4% of projected balance in accordance with the investment and spending policy approved by the JOA Advisory Committee in October 2011.
- \$75,000 earmarked in the FY 2017 sales tax CIP for parking lot. Requires a matching amount.
- \$142,000 erroneously recorded outside the endowment at CBJ. Mostly from \$11,000 annual rent paid by Merrill and Kelly. Merrill is working on programming for parking lot match. Remaining balance should be transferred to endowment or ????
- Juneau Community Foundation balance at Dec 31, 2015 = \$34,787