

HARRY P. LEU GARDENS BOARD
November 18, 2015 Minutes

The Harry P. Leu Gardens Board of Trustees held its regular meeting on Wednesday, November 18, 2015, at Leu Gardens. **The meeting was called to order by Alberto Sanchez de Fuentes at 7:53 a.m. announcing a quorum present:**

TRUSTEES PRESENT: (12 meetings scheduled; **2 meeting** held year-to-date for 2015-16 fiscal year)

Alberto Sanchez de Fuentes, (2/0) Chair

Jennifer Lombardo, (2/0)

Jay Hood, (2/0) Vice-Chair

Michael Provenzale, (2/0)

Lorelei Anderson-Francis, (2/0) **conference call**

Camara Williams, (2/0) **conference call**

Michelle Francos, (2/0)

STAFF PRESENT: Robert Bowden, Executive Director, Harry P. Leu Gardens

Keri Byrum, Assistant Director, Harry P. Leu Gardens

Antoinette Ashman, Recording Secretary

Conference call established at 7:53 a.m. with Lorelei Anderson-Francis and Camara Williams.

MINUTES:

It was moved by Jay Hood and seconded by Michelle Francos to approve the October 28, 2015 Harry P. Leu Board minutes. There was no discussion. **It was approved by all as presented.**

ATTENDANCE, REVENUE AND EXPENSE REPORTS:

Robert Bowden reported on October 2015 Leu Attendance.

It was moved by Jay Hood and seconded by Jennifer Lombardo to approve Leu's October 2015 Attendance report. It was approved by all as presented.

The Board reviewed and discussed October 2015 Revenue and Expense Reports.

It was moved by Michael Provenzale and seconded by Michelle Francos to approve Leu's October 2015 Revenue and Expense reports. There was no further discussion. **It was approved by all as presented.**

PUBLIC COMMENT: Hearing no public comment, the meeting proceeded.

DIRECTOR'S REPORT:

Robert Bowden commented on how beautiful the Gardens look with the camellias starting to bloom. The City's Facilities department is working on some repairs on the cottage and curator's office. The Rose Garden looks pristine and Mr. Bowden encouraged board members to enjoy the Gardens.

DEPARTMENT REPORTS:

HORTICULTURE:

Jay Hood reported from Thomas Hurst,

- The Gardens love the fall weather along with the cooler nights. The Color Garden has been changed out and the new plant material is looking better each day. New mulches have been purchased and the horticulture staff is in the process of re-mulching the Gardens to give it a nice face lift.
- The cooler days and nights have helped reduce the work load of the management of weed control. Several large volunteer groups have assisted the horticulture team over the last couple of weeks and did a great job with new plantings and dead heading in the Rose Garden.
- With the holidays fast approaching, the horticulture staff is working hard to make sure the Gardens look beautiful for the many visitors anticipated. We are hoping for a mild Florida winter this year so that the Gardens continue to flourish with no setbacks by any serious freezes.

EDUCATION:

Michael Provenzale reported from Linda Schmidt,

Tours:

October 2015 - 10 tours, 416 people with 1 complimentary tour of 25 people

October 2014 – 10 tours, 329 people with 4 complimentary tours of 73 people

We had seven children's tours this month which was especially good for October. There are 24 Big Bugs tours scheduled to date for January thru April 2016.

Keri Byrum compared last year's 6 school tours during the Ribbit the Exhibit with the 24 currently scheduled tours for Big Bugs. Ms. Byrum remarked that a big part of the increased numbers in tours is Tracy Micciche, marketing and events coordinator, pushing it well to the schools in Orange, Seminole and Osceola counties.

Discussion ensued by the board on the positive benefits of school tours and visitors with new exhibits in the Gardens.

Classes:

October 2015 - 17 classes, 181 attending (3 cancelled); **October 2014** - 17 classes, 174 attending (2 cancelled)

Ms. Schmidt is working on the winter class schedule and has 9 insect classes planned so far to complement the Big Bugs invasion (5 adults, 2 children and 2 families).

Plant Clinic:

October 2015 - 4 days, with 21 guests; **October 2014** – 4 days, with 14 guests

LEU HOUSE MUSEUM:

Keri Byrum reported from Antoinette Ashman,

Visitors

▪ **October 2015** – 1,737 visitors, 262 tours; **October 2014** – 1,685 visitors, 255 tours.

Donations

▪ **October 2015** was **\$438.00** **Breakdown:** \$326 cash donation + \$112 (56 cookbooks sold)

▪ **October 2014** was **\$375.00** **Breakdown:** \$315 cash donation + \$60 (30 cookbooks sold)

The Leu House Museum holiday decorating was completed on Saturday, November 14, 2015. Seven designer groups decorated each room of the museum. Ms. Ashman displayed a copy of the Leu House Museum's popular miniature cookbooks for sale in the museum and the Gardens' gift shop to new board members.

MARKETING & SPECIAL EVENTS:

Michelle Francos reported from Tracy Micciche,

Events in Review

- **Storytime at Leu Gardens**, on November 2 had attendance of 468.
- **Date Night** on November 6 featured the 1944 movie "**Double Indemnity.**" Attendance was 392; Cost was \$376.00; Revenue of \$1,696.57, Profit of \$1,320.57. Sold 3 memberships (**valued \$150**). Weather was an issue.
- **Jazz'n Blues Stroll** on October 10 featured 3 bands. Adjustment to last report revenues with the cost of the bands paid by the grant. Cost of \$1,275.98; Revenue of \$21,485.00. Profit of \$20,209.02. There was a threat of rain from 40% to 60%.

Upcoming Events

- **Date Night** is on Friday, December 4 featuring the classic movie "**National Lampoon's Christmas Vacation.**" The movie starts at 7:30 p.m. The cost is \$6 for adults and free for Garden members.
- **Storytime at Leu Gardens** is on December 7, the first Monday of the month starting at 10:00 a.m.
- **Christmas at the Leu House** is from November 16 thru January 4. Visit the Leu House Museum adorned with many festive holiday decorations designed by local interior designers. The Leu House Museum decorated for the holidays was noted in Monday's, November 16th Orlando Sentinel under the section "*Things to do this Week.*"
- **Holiday Wreath Display and Silent Auction** is from November 13 thru December 3. The holiday wreath display will feature wreaths from Florida's top artists, interior designers and horticulturists. You can bid on the wreaths through our online silent auction. Proceeds from the auction will benefit the Friends of Leu Gardens. The holiday wreath display was highlighted on WFTV's Channel 9 on Family Connection Future Events program on Saturday, November 14, 2015.
- XL106.7 Baby DJ toy drive is from November 16 to December 17. We are asking the community to bring a new, unwrapped toy to help local families in need this holiday season.

MEMBERSHIP & VOLUNTEERS:

Keri Byrum reported from Kim Robinson,

- **October 2015 Membership:** New 143, Renew 138, Upgrade 2, Downsize 2
- **October 2014 Membership:** New 113, Renew 142, Upgrade 5, Downsize 1

October 2015 Paid Membership total was: 3,581

October 2014 Paid Membership total was: 3,136

There were 12 complimentary memberships in October 2015 and 1 in October 2014.

We are setting up our Cybersource credit card processing account and web forms. It will be ready to go live with online membership renewals in early December 2015.

Leu Volunteers Thanksgiving Potluck luncheon is on Thursday, November 19, 2015 at noon.

Central Florida Rose Society has returned to Leu Gardens and renewed their organizational membership.

OLD BUSINESS: **None.**

NEW BUSINESS: **None.**

ADJOURNMENT:

There being no further business to discuss, it was moved by Jay Hood and seconded by Michael Provenzale that the meeting be adjourned at 8:15 a.m. The next board meeting is scheduled for December 16, 2015.

Antoinette Ashman, Recording Secretary