

## HARRY P. LEU GARDENS BOARD

### July 19, 2017 Minutes

The Harry P. Leu Gardens Board of Trustees held its regular meeting on Wednesday, July 19, 2017, at Leu Gardens. **The meeting was called to order by Lorelei Anderson-Francis, Chair, at 7:52 a.m. announcing a quorum present:**

**TRUSTEES PRESENT:** (12 meetings scheduled, 2 cancelled; **8 meetings** held year-to-date for 2016-17 fiscal year)  
Lorelei Anderson-Francis, (8/0) Chair  
Camara Williams, (8/0) Vice Chair  
Isaiah Cottle, (7/1)  
Jennifer Lombardo, (7/1)  
Danielle Montoya, (3/0)  
Brendan O'Connor, (8/0)  
Michael Provenzale, (8/0)

**STAFF PRESENT:** Robert Bowden, Executive Director, Harry P. Leu Gardens  
Tracy Micciche, Events and Marketing Coordinator, Harry P. Leu Gardens  
Debra Seay, Accounting Specialist II, Harry P. Leu Gardens  
Antoinette Ashman, Recording Secretary

#### **INTRODUCTION:**

Robert Bowden introduced Debra Seay, Leu Gardens' new Accounting Specialist II to the Board.

#### **MINUTES:**

**It was moved by Camara Williams and seconded by Michael Provenzale to approve the May 24, 2017 Harry P. Leu Board minutes.** There was no discussion. **It was approved by all as presented.** (There was no June 28, 2017 meeting.)

#### **ATTENDANCE, REVENUE AND EXPENSE REPORTS:**

Robert Bowden reported and discussion ensued on May and June 2017 Leu Attendance.

Paid garden admissions attendance for May and June 2017 was higher than last year by over 17,000 visitors.

Mr. Bowden reported on May and June 2017 Revenue and Expenses report. Discussion ensued on May and June 2017 Revenues and Expenses.

**It was moved by Michael Provenzale and seconded by Isaiah Cottle to approve Leu's May and June 2017 Attendance reports and Leu's May and June 2017 Revenue and Expenses reports.** There was no further discussion. **It was approved by all as presented.**

**Tracy Micciche arrived at 8:20 a.m.**

Brendan O'Connor shared concerns on the Fleet, Facilities and Supplies expenses account status. Discussion ensued on the expenses accounts. It was concluded that a committee report will be added to the board agenda for updates on Facilities/Special Projects. Danielle Montoya will be the board member liaison for this committee report from Robert Bowden.

#### **NEW BUSINESS:**

A. Approval of 2017-2018 Harry P. Leu Gardens Board Meeting dates

**It was moved by Camara Williams and seconded by Jennifer Lombardo to approve the Harry P. Leu Gardens Board meeting dates for the 2017-2018 fiscal year as presented below.** There was no further discussion. **It was approved by all as listed.**

October 25, 2017	April 25, 2018
November 29, 2017	May 23, 2018
December 20, 2017	June 27, 2018
January 24, 2018	July 25, 2018
February 28, 2018 (Select Chair/Vice Chair)	August 22, 2018
March 28, 2018	September 26, 2018

Lorelei Anderson-Francis questioned the possibility of having a Leu Board meeting on another day.

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

**DIRECTOR'S REPORT:**

**A. Grants**

Mr. Bowden thanked Tracy Micciche for her help working on all existing and new grants with the vacancy of the Assistant Director position.

Ms. Micciche updated the board on Leu's grants status. 2017 Orange County Cultural Tourism grant that helped fund the Dinosaur Invasion exhibit will be closing soon and we finished the grant portion needed to receive the final payment. Leu Gardens was awarded the 2017-2018 Florida DCA Grant of \$47,003 to be utilized July 1, 2017 thru June 30, 2018. The Gardens applied for the 2018-2019 Florida DCA Grant asking for \$150,000. We have applied for the Orange County Cultural Tourism Grant effective January 2018 to help support the Nature Connects using Lego Bricks exhibit which specifically targets tourists outside the 4-county area to Orange County.

**B. Oral History**

Joy Dickinson, Orange County historian, gave a presentation on Leu Gardens that was taped and recorded.

Mr. and Mrs. Ernest Bradley, Jr., Julie Cole and Alfred Pfeiffer names have been forwarded to Pamela Schwartz, Orange County Regional History Center, to be interviewed and recorded.

**C. Leu Gardens Open Position Status.**

Mr. Bowden updated the Board on Leu Gardens' Assistant Director and Membership Specialist positions and also thanked Kim Robinson, former Membership Specialist, who continues to help with the Membership Specialist responsibilities while in her current position at the Mennello Museum.

**D. Trellis**

We had received a donation last year to build a trellis in the new Southern Garden and estimates are being developed.

**E. FLASLA Conference (Florida Chapter American Society Landscape Architects)**

Mr. Bowden was a speaker at FLASLA Conference on July 6, 2017 in Boca Raton, Florida.

**DEPARTMENT REPORTS:**

**HORTICULTURE:**

***Brendan O'Connor reported from Eric Sondgeroth,***

Work continues in the new Southern Garden area to prep for new plantings and the installment of irrigation.

We are in the process of receiving quotes to build a new trellis in the new Southern Garden area and renovate the trellis in the South Woods.

The Floral Clock has been planted and is growing nicely.

A damaged Live Oak was removed in the North Woods and a 100 year old Cedar tree was removed near the museum.

We have continued to pressure wash pathways in the gardens.

**EDUCATION:**

***Michael Provenzale reported from Sandi Linn,***

**Tours:**

**May 2017** - 5 tours, 172 people and 1 comp with 12 people; **May 2016** - 8 tours, 452 people, 1 comp with 18 people  
**June 2017** - 11 tours, 228 people and 1 comp with 36 people; **June 2016** - 2 tours, 26 people, no comp

May was fairly quiet for groups after the dinosaur exhibit left, although several organizations began calling to schedule summer group visits.

June had several summer pre-school and older groups come for self-guided visits to the gardens.

**Classes:**

**May 2017** - 11 classes, 183 attending (1 class cancelled); **May 2016** - 14 classes, 191 attending  
**June 2017** - 14 classes, 223 attending; **June 2016** - 17 classes, 231 attending

In May, there were two weekday morning lectures by local historians. Rick Kilby presented a talk on the Curative Waters of Florida and Joy Dickinson presented a talk on the History of the Leu House and Central Florida. This lecture was very well attended by guests, volunteers and staff.

In June, we launched a new half-day week camp called 'Nature Nut Camp' for 6 to 8 year olds. The 10 children enrolled loved it and the new invertebrates living in the Palm Room were a big hit.

In July, we partnered with SuperAwesomeCoolPottery for an all-day week camp with 27 campers enrolled.

**Plant Clinic:**

**May 2017** - 5 days, with 13 people; **May 2016** - 4 days, with 14 people

**June 2017** - 4 days, with 11 people; **June 2016** - 4 days, with 9 people

**LEU HOUSE MUSEUM:** None.

**MARKETING & SPECIAL EVENTS:**

*Jennifer Lombardo reported from Tracy Micciche,*

**Events in Review**

- **Movie Night** on Friday, June 2 featured the movie "**Arrival**" was canceled due to rain and will be rescheduled for November 3, 2017.
- **Story Time at Leu Gardens** on June 5 had attendance of 634. The largest attendance for this event.
- **Father's Day** on Sunday, June 18. Attendance for dads was low.

**Upcoming Events**

- **Movie Night** is on Friday, August 4 will feature "**La La Land**." The movie starts at 8:30 p.m. The cost is \$6 for adults and free for Garden members.
- **Story Time at Leu Gardens** is on August 7, the first Monday of the month starting at 10:00 a.m.

**Marketing**

Leu Gardens has partnered with the Oviedo-Winter Springs Regional Chamber of Commerce to promote the Nature Connects® exhibition during their ARTtoberFEST.

Leu Gardens won Best Wedding Venue in Orlando Magazine again. The Best of issue will be released in August.

Leu Gardens will be highlighted in blog post for Visitorlando.com.

**MEMBERSHIP & VOLUNTEERS:**

*Camara Williams reported from Kim Robinson,*

- **May 2017 Membership:** New 205, Renew 120, Upgrade 6, Downsize 3
- **May 2016 Membership:** New 235, Renew 94, Upgrade 4, Downsize 3
- **June 2017 Membership:** New 115, Renew 108, Upgrade 0, Downsize 5
- **June 2016 Membership:** New 146, Renew 62, Upgrade 4, Downsize 5

**May 2017** Paid Membership total was 5,539, compared to **May 2016** Paid Membership total of 4,640.

**June 2017** Paid Membership total was 5,362, compared to **June 2016** Paid Membership total of 4,706.

There were 11 complimentary memberships in **May 2017** and 29 in **May 2016**.

There were 2 complimentary memberships in **June 2017** and 14 in **June 2016**.

**OLD BUSINESS:** None.

Camara Williams left at 9:00 a.m.

**ADJOURNMENT:**

There being no further business to discuss, it was moved by Brendan O'Connor and seconded by Jennifer Lombardo that the meeting be adjourned at 9:01 a.m. The next board meeting is scheduled for August 23, 2017.