

HARRY P. LEU GARDENS BOARD
August 23, 2017 Minutes

The Harry P. Leu Gardens Board of Trustees held its regular meeting on Wednesday, August 23, 2017, at Leu Gardens. **The meeting was called to order by Camara Williams, Vice Chair, at 7:50 a.m. announcing a quorum present:**

TRUSTEES PRESENT: (12 meetings scheduled, 2 cancelled; **9 meetings** held year-to-date for 2016-17 fiscal year)
Lorelei Anderson-Francis, (9/0) Chair
Camara Williams, (9/0) Vice Chair
Isaiah Cottle, (8/1)
Jennifer Lombardo, (8/1)
Danielle Montoya, (4/0)
Brendan O'Connor, (9/0)
Michael Provenzale, (9/0)

STAFF PRESENT: Robert Bowden, Executive Director, Harry P. Leu Gardens
Debra Seay, Accounting Specialist II, Harry P. Leu Gardens
Antoinette Ashman, Recording Secretary

MINUTES:

It was moved by Isaiah Cottle and seconded by Danielle Montoya to approve the July 19, 2017 Harry P. Leu Board minutes. There was no discussion. **It was approved by all as presented.**

Jennifer Lombardo arrived at 7:51 a.m.

Debra Seay arrived at 7:53 a.m.

ATTENDANCE, REVENUE AND EXPENSE REPORTS:

Robert Bowden reported and discussion ensued on July 2017 Leu Attendance and the advertising of weddings.

Lorelei Anderson-Francis arrived at 7:55 a.m.

Antoinette Ashman informed the board of the added service Leu Gardens' visitors receive with the availability of online purchasing of daytime garden admission. From January 25, 2017 thru July 31, 2017 there were 1,329 advance admissions sold online (**revenue of \$14,207.88**).

It was moved by Jennifer Lombardo and seconded by Brendan O'Connor to approve Leu's July 2017 Attendance report. There was no further discussion. **It was approved by all as presented.**

Mr. Bowden reported on July 2017 Revenue and Expense report. The Board discussed and reviewed Leu's project list.

Michael Provenzale arrived at 8:11 a.m.

Mr. Bowden informed the board of the Restroom/Archives building pending repairs.

It was moved by Camara Williams and seconded by Michael Provenzale to approve Leu's July 2017 Revenue and Expense reports. There was no further discussion. **It was approved by all.**

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

DIRECTOR'S REPORT:

A. Comment Cards

Mr. Bowden shared garden visitors comments likes and dislikes with the Board.

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

DEPARTMENT REPORTS:

HORTICULTURE:

Brendan O'Connor reported from Eric Sondgeroth,

Staff has been performing irrigation inspections throughout the Gardens, as well as monitoring the landscapes, now that the rain is more inconsistent.

The phase 1 installation of the roses and irrigation has been completed. We will be identifying the next beds to replace and upgrade the irrigation for the fall/winter months.

Staff continues to work in the new Southern Garden (formerly the Citrus Grove area) to prep for new plantings. Some irrigation and several new plants have been installed.

We have obtained quotes to build a new trellis in the new Southern Garden and to renovate the trellis in the south woods. We will be moving forward with the Southern Garden trellis, which has been funded by a donation.

Staff continues with pressure washing pathways in the gardens.

EDUCATION:

Michael Provenzale reported from Sandi Linn,

Tours:

July 2017 - 5 tours, 79 people (3 cancelled); **July 2016** - 4 tours, 141 people

Three groups cancelled due to weather concerns in July.

Classes:

July 2017 - 14 classes, 302 attending (1 class cancelled); **July 2016** - 15 classes, 229 attending

In July we partnered with SuperAwesomeCoolPottery for an all-day week camp. We included early drop-off and late pick-up care for the 27 campers. Camper cost was \$240 for non-members and \$210 for Leu Members, with revenue of \$2,055. The camp was well received. Next year we will also partner with them for a more integrated art and science camp that targets STEAM benchmarks.

In June and July, I presented “Invincible Invertebrate” outreaches to two Boy Scout summer camps at a charge of \$100. For the upcoming school year we will offer both invertebrate outreaches as well as classroom invertebrate programs at the Gardens for visiting school groups.

Plant Clinic:

July 2017 - 4 days, with 4 people; **July 2016** - 4 days, with 12 people

LEU HOUSE MUSEUM:

Isaiah Cottle reported from Antoinette Ashman,

May and June information:

Visitors

- **May 2017** – 2,952 visitors, 324 tours; **May 2016** – 3,268 visitors, 330 tours
- **June 2017** – 2,172 visitors, 276 tours; **June 2016** – 1,784 visitors, 283 tours

Donations

- **May 2017** no revenue and \$74 (37 cookbooks sold); **May 2016** Revenue of \$384 and \$154 (77 cookbooks sold)
- **June 2017** revenue of 384 and \$24 (12 cookbooks sold); **June 2016** Revenue of \$302 and \$74 (37 cookbooks sold)

The museum attendance from October 2016 thru July 2017 was 25,500 visitors; last year had 25,650 visitors.

The Leu House is closed annually in July for renovations.

The museum was closed in March for 12 days for repairs.

MARKETING, SPECIAL EVENTS & GRANTS:

Jennifer Lombardo reported from Tracy Micciche,

Events in Review

- **Movie Night** on August 4 featured the movie “**La La Land.**” There was attendance of 1,047. Cost of \$413.00. Revenue of \$4,678.83.
- **Story Time at Leu Gardens** on August 7 had attendance of 552.

Upcoming Events

- **Movie Night** is on Friday, September 1 will feature “**Star Wars Rogue One.**” The movie starts at 8:00 p.m. The cost is \$6 for adults and free for Garden members.

Marketing

The advertising budget for the fiscal year 2017-2018 is finished.

We have completed the Nature Connects® brochure and will continue to finalize the details for all advertising. All advertising must be preapproved by Reiman Gardens.

Grants

Grants have become a major focus for me since we do not have an Assistant Director. I am working on closing out the 2017 Orange County Cultural Tourism grant on behalf of the Friends of Leu Gardens which funded and help pay for the exhibit.

Leu Gardens must defend the 2018 Orange County Cultural Tourism grant on September 14, 2017 on behalf of the Friends of Leu Gardens. This funding will be used to help pay for the Nature Connects® exhibit.

Leu Gardens is waiting on the final payment for the 2016-17 State of Florida Department of Cultural Affairs grant.

Leu Gardens is pending approval by City Council to accept the 2017-18 State of Florida Department of Cultural Affairs grant. Once approved, the monies will be directed to the appropriate departments.

MEMBERSHIP & VOLUNTEERS: *Camara Williams reported from Kim Robinson,*

- **July 2017 Membership:** New 107, Renew 64, Upgrade 2, Downsize 2
- **July 2016 Membership:** New 76, Renew 25, Upgrade 5, Downsize 0

July 2017 Paid Membership total was 5,306, compared to **July 2016** Paid Membership total of 4,617.

There were 2 complimentary memberships in **July 2017** and 2 in **July 2016**.

NEW BUSINESS: None.

OLD BUSINESS:

The board reviewed the literature for the historical markers for the Leu House Museum and Cottage presented by Robert Bowden.

It was moved by Lorelei Anderson-Francis and seconded by Jennifer Lombardo to approve the historical marker's literature as presented pending grammatical and editorial changes. There was no further discussion. **It was approved by all.**

ADJOURNMENT:

There being no further business to discuss, it was moved by Brendan O'Connor and seconded by Danielle Montoya that the meeting be adjourned at 9:19 a.m. The next board meeting is scheduled for September 27, 2017.

Antoinette Ashman, Recording Secretary