

HARRY P. LEU GARDENS BOARD
April 25, 2018 Minutes

The Harry P. Leu Gardens Board of Trustees held its regular meeting on Wednesday, April 25, 2018, at Leu Gardens. **The meeting was called to order by Camara Williams, Chair, at 7:51 a.m. announcing a quorum present:**

TRUSTEES PRESENT: (12 meetings scheduled; **6 meetings, 1 cancelled** for year-to-date for 2017-18 fiscal year)

Camara Williams, (5/1) Chair
Michael Provenzale, (6/0) Vice Chair
Isaiah Cottle, (5/1)

Jason Kelly, (3/0)
Danielle Montoya, (5/0)

TRUSTEES ABSENT:

Jennifer Lombardo, (4/2)
Michael Morsberger, (2/1)

STAFF PRESENT: Robert Bowden, Executive Director, Harry P. Leu Gardens
Debra Seay, Accounting Specialist II, Harry P. Leu Gardens
Celeste Thomas, Chair, City of Orlando's Board Review Committee
Antoinette Ashman, Recording Secretary

MINUTES:

It was moved by Danielle Montoya and seconded by Jason Kelly to approve the March 28, 2018 Harry P. Leu Gardens Board minutes. There was no discussion. **It was approved by all as presented.**

ATTENDANCE REPORT:

Robert Bowden reported on the March 2018 Leu Attendance reports.

Leu Gardens' annual March 2018 plant sale had the highest attendance on record with 15,336 guests.

It was moved by Michael Provenzale and seconded by Isaiah Cottle to approve Leu's March 2018 Attendance report. There was no discussion. **It was approved by all as presented.**

REVENUE AND EXPENSE REPORTS:

Robert Bowden reported on March 2018 Revenue and Expense reports.

Gift shop sales, education and membership revenues are performing better than last year.

When asked by a Board member why the revenue numbers were down a bit, Mr. Bowden replied:

- To ensure the safety of our guests many parts of the Gardens were closed over an extended period of time and many potential guests deferred their visit to a later date.
- To ensure the safety of our guests, the locations the Jazz'n Blues concert on October 13, 2017 (from three to one) and the number of bands (from three to one) were modified both of which negatively affected attendance.
- The Leu House Museum remains closed due to extensive repairs and many potential guests deferred their visit until the Museum is open again.

Due to the safety of guests after Hurricane Irma damage in September 2017, special events were modified to one band and change of location to the Garden House lawn with the October 2017 concert.

The board discussed increased expenses due to water damage/mold mitigation in the Archives Building, drought, higher utilities costs and increase in supplies with plant replacements after the hurricane. Mr. Bowden will research the increase in utilities cost.

It was moved by Isaiah Cottle and seconded by Danielle Montoya to approve Leu's March 2018 Revenue and Expense reports. There was no discussion. **It was approved by all as presented.**

Camara Williams and Michael Provenzale accepted the Chair and Vice Chair positions respectfully for the 2018-2019 fiscal year.

Mr. Williams introduced Celeste Thomas, Chair of Mayor Dyers' Board Review Committee. Ms. Thomas is conducting evaluations of the City's Citizens Advisory Boards. Ms. Ashman will email the City's Board Member Assessment Questionnaire to all board members.

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

DIRECTOR'S REPORT:

Mr. Bowden discussed the impact of Hurricane Irma, drought and winter freezes to the Garden.

The Nature Connects Lego® exhibit was removed on Monday, April 23, 2018.

Mr. Bowden is looking forward to the Ribbit Exhibit II beginning November 1, 2018 at the Garden.

The installation of the drainage pipe is scheduled for May 2018 and will last approximately 9 months. Mr. Bowden is seeking confirmation of plant replacement for the Tropical Stream Garden which will be removed due to the pipe installation. There will be two full-time project managers during the construction and installation period.

DEPARTMENT REPORTS:

HORTICULTURE:

Robert Bowden reported from Eric Sondgeroth,

The Horticulture Staff have been performing irrigation inspections throughout the Gardens.

The trellis in the Southern Garden has been painted.

The horticulture staff continues to pine straw and/or mulch sections in the garden.

The Nature Connects exhibit was removed Monday, April 23 and the Horticulture staff will remove the barriers and replant or sod the affected areas.

The Horticulture staff has completed cutting back cold damaged plant material. The palms will be pruned as needed.

The Horticulture staff replaced the annuals at the Floral Clock and the Color Garden.

The gardens is once again one of the sites for the FNGLA's Florida Flower Trials. All the annual selections have been planted for the summer season.

EDUCATION:

Michael Provenzale reported from Sandi Linn,

Tours:

March 2018 - 26 tours; 1,051 people; **March 2017** - 34 tours, 961 people

Nine groups cancelled their visits due to weather concerns or other issues. Five schools had self-guided visits and also added two Invincible Invertebrate classroom presentations for their students.

Classes:

March 2018 - 19 classes, 410 attending; **March 2017** - 9 classes, 166 attending

Included in the class count numbers are two Invincible Invertebrates school outreach programs.

Plant Clinic:

March 2018 - 4 days, with 1 visitor; **March 2017** - 5 days, with 18 visitors

The LEGO® tours were popular in March and several schools also enjoyed the classroom invertebrate program. The cooking classes did very well this month including Mr. Bowden's Tuscan Cooking class. We introduced Cooking with Herbs and Homemade Jelly Making to our class selections. Ms. Linn presented an Invincible Invertebrate outreach at two schools and a new home school class, Rainforest Wonders.

LEU HOUSE MUSEUM:

Isaiah Cottle reported from Antoinette Ashman,

The Leu House Museum remains closed due to damages sustained from Hurricane Irma.

Hydra Dry has begun phase 1 of restoring the Museum. They will be storing a large portion the furnishings at an offsite location and the remaining smaller items have been placed in archives.

In March, three staff and 14 volunteers had a walking tour of the historic area of Downtown Orlando.

In April, two staff and 8 volunteers visited the Albin Polasek Museum and Sculpture Gardens, in nearby Winter Park.

MARKETING, SPECIAL EVENTS & GRANTS:

Jason Kelly reported from Tracy Micciche,

Events in Review

- **Plant Sale** on March 10 and 11, had record-breaking attendance of 15,336 guests. Due to a change in security companies, the expense report will be finalized at the next meeting.
- **Story Time at Leu Gardens** on April 2 had attendance of 292.
- **Movie Night** on April 6 featured the movie “**Rogue One**” with attendance of 652 and movie cost of \$28.00. The movie was paid for originally last September but was rained out. The cost was shipping only for April and revenue of \$2,623.84.
- **Boots & Blues Concert** on April 14, at 7:00 p.m. had attendance of 890. Cost of \$6,099.28. Revenue of \$12,775.00. Expense and Revenue Report submitted. Concert attendance was low due to the Eagles/Jimmy Buffet Concert at Camping World Stadium and a few other events nearby.
- **Seed Swap** on April 18 had attendance of 21 people.

Upcoming Events

- **Movie Night** is on Friday, May 4th at 8:30 p.m. will feature the movie “**Breathe.**” The cost is \$6 for adults, \$3 for children and free for Garden members.
- **Story Time at Leu Gardens** is on May 7th, the first Monday of the month starting at 10:00 a.m. This free event is sponsored by Kids Urgent Care.
- **Mother’s Day** is on Sunday, May 13 from 9:00 to 5:00 p.m. The Garden will celebrate Moms with free daytime garden admissions. Sugarbuzz and Peak Season Pops will be in the gardens selling delicious treats.

Summer Exhibit

The Gardens will have a special exhibit over the summer “Enchanted Fairy Doors” starting June 30 to September 23. It’s the great fairy migration and children will receive a special map to hunt for the one-of-a-kind fairy doors. There will be 15 doors in all shapes and sizes. Our goal is to increase attendance and membership through the summer months.

MEMBERSHIP & VOLUNTEERS:

Danielle Montoya reported from Colin Worley,

- **March 2018 Membership:** New 441, Renew 375, Upgrade 3, Downsize 4, lapsed 586
- **March 2017 Membership:** New 413, Renew 344, Upgrade 18, Downsize 9, lapsed 471

March 2018 Paid Membership total was 5,317, compared to **March 2017** Paid Membership total of 5,573.

There were 17 complimentary memberships in **March 2018** and 10 in **March 2017**.

NEW BUSINESS:

It was moved by Michael Provenzale and seconded by Jason Kelly to approve free daytime garden admission for all active and retired military personnel on Veteran’s Day (Sunday, November 11, 2018). There was no discussion. It was approved by all.

OLD BUSINESS:

Mr. Williams reminded the board of his suggestion of a brunch in the gardens that he mentioned at a previous meeting.

ADJOURNMENT:

There being no further business to discuss, the meeting adjourned at 8:45 a.m. There was no discussion. It was approved by all.

The next board meeting is scheduled for May 23, 2018.