

## FCBGF Board Meeting Minutes – October 8, 2024

**Present:** Scott Aker, Randy Byers, Shaina Case, Sharron Kelsey, Khale Lenhart, Jaime Liberty, Mark Rinne, Janelle Rose, Jason Sanchez

**Absent:** Matt Ashby\*, Derek Baker \*, Keren Meister-Emerich\*, Tom Lacock\*, Tracy Wilson, Kerri Young\*

\*Members sent proxy votes for the 2025 officer and new board member slates.

### **Call to order:**

Khale Lenhart called the meeting to order at 5:30 pm in the Gathering Room at the Cheyenne Botanic Gardens. Seven (7) voting members were present. Quorum was established with the five (5) proxy votes indicated above.

### **Approval of minutes from August 13, 2024, meeting:**

Khale asked for a motion to approve the minutes from the August 13, 2024 meeting. Randy moved to approve the minutes from the August 13th board meeting. Sharron seconded. Khale asked for discussion. No discussion was raised. Khale called for a vote to approve the August 13, 2024 meeting minutes. Motion carried unanimously.

### **Presentation, Discussion, and Approval of 2025 New Officer and New Board Member Slates:**

Khale noted that Derek Baker will be rotating off the board, and we have another vacancy to fill. Jill presented the 2025 officer and new board member slates. Khale noted that all slated officers were contacted before this meeting to gauge willingness.

Khale asked for a motion to approve the Nominating Committee's 2025 Officer Slate. Sharron moved. Janelle seconded. Khale asked for discussion. None raised. Khale called for a vote to adopt the 2025 Officer slate as presented. Motion carried unanimously.

Jill presented the 2025 new board member slate. Khale noted that we will have two board openings and intend to fill them both. Jill said that the committee suggested filling Derek's seat with another civil engineer. Having a civil engineer is helpful when undertaking both smaller and large-scale projects. With the master plan complete, it is a necessary skillset on our board. The second position is an advocacy/policy/strategy pro. This skillset is useful in our work on the arboretum and any other issue or project that involves government agencies and/or a large-scale fundraising campaign. Jill described both positions and the two nominees slated for each position. Randy filled in information for one slated nominee.

Jill noted the process: we contact the first person slated in each board position. If that person declines, we ask the second person slated for that particular position.

Khale asked for a motion to approve the Nominating Committee's 2025 New Board Member Slate as presented. Randy moved. Mark seconded. Khale asked for discussion.

Mark asked Janelle, as the committee representative, how we arrived at the order of slate for the positions. Janelle explained.

Khaled asked for a vote. Motion carried unanimously.

**Chair’s Report/Executive Committee Report –Chair Khale Lenhart**

Khale did not have a report.

**Director’s Report – Scott Aker, CBG Manager**

*(Please see the printed report in the meeting packet.)*

Scott reported that La Calavera Catrina and Heirlooms and Blooms have kept CBG staff busy over the last two months. The Wyoming Recreation and Parks Association meeting is next week, and CBG staff will present at that meeting.

In horticulture news, staff are working to remove invasive plants from the Perennail Walkway and to remove overgrown perennials from the Labyrinth. The Labyrinth hardscape and plant material will be retooled thanks to a donor. Cover crop was added to the Rotary Century Plaza near the “Next Winter’s Bread” sculpture, and the fence around the sculpture will soon be removed. Aaron has planted a cover crop in the EAT Garden. Isaiah has been working on a renovation to the perennial perimeter of the Peace Garden. The space is now more open and inviting with interesting sight lines. And finally, the first installation in the Celebration Garden inside the conservatory is in and will be rotated with Dia de los Muertos (marigolds, celosia, and gladiolas). That space (under the stairs) will be changed out again for Christmas, Valentine’s Day, Easter/spring, and for summer.

The hobby greenhouse that Shane Smith donated a few years ago has been auctioned off through the city to make space for a hail protection structure. We did not use the hobby greenhouse.

The flooring in the greenhouse will be torn out soon and replaced to improve drainage, which currently goes to the production house basement.

Antiques Roadshow will not host a show at the CBG in 2025. It’s still possible for 2026, but the show requires a security fence. If the show pays for one at the CBG to limit access during production, we will host it.

Scott has been looking at annual beds throughout the city for improvement. There are some challenges with soil-borne disease at the golf course, so CBG staff will do sampling all beds to see how soil needs to be amended/treated before planting next year.

Please see the grant spending report below.

Subaccount	Budgeted	Spent	Remaining
Software and Tech Support	\$11,400.00	\$5,000.00	\$6,400.00
Volunteer Support	\$9,000.00	\$1,215.65	\$7,784.35
Garden Support	\$13,600.00	\$2,338.47	\$11,261.53
Staff Support	\$6,000.00	\$0.00	\$6,000.00

## **Foundation Executive Director's Report – Jill Lovato**

*(Please also refer to the written report in the meeting packet.)*

### *Membership*

Jill reported that membership has remained consistent in the first quarter of this fiscal year.

### *Major Fundraising Activities*

This year's annual appeal for the Paul Smith Children's Village has ended with \$94,000 of our \$75,000 public goal raised. The Wardian Case has been sponsored by Keren Meister-Emerich and Fred Emerich, and the horticulture staff are eager to get that project underway. The case is being fabricated now.

Jill continues to seek a handful of new sponsors. Both DAPCPA and Life Care Center of Cheyenne have renewed. She has also secured a \$5,000 sponsorship for programming at the PSCV. We hope to contribute \$3,000 to \$5,000 to the Conservatory of Lights and other holiday displays in the conservatory building and at the children's village so she is working on that sponsorship, too. The Katrina installation was made possible because of generous annual sponsors.

## **Volunteer Liaison Report – Sharron Kelsey, Volunteer Liaison**

Sharron reported that the volunteer picnic was well-attended. The staff provided hot dogs and hamburgers, and attendees brought potluck items. There was plenty of food! Volunteers are generally happy with their work at the CBG.

## **Finance Committee – Khale Lenhart (Treasurer, Kerri Young was unable to attend)**

*(please refer to the August financials and September committee report in your board meeting packet)*

Khale noted that accounts are looking healthy. Our expenses are a little higher than revenue, but that is expected this early in the fiscal year. We're still funding projects at the gardens with money raised in prior fiscal years. This includes the 2021 and 2023 annual appeal projects and sponsorship expenses.

## **Membership & Development Committee – Jill Lovato (Committee Chair, Tracy Wilson was unable to attend)**

Jill noted that the miniature golf tournament to benefit the 2024 Annual Appeal was successful. We netted \$6335. Hole sponsors and the tournament sponsor were a major part of that. We also reduced expenses somewhat. It's an easy event, lots of fun, and has benefited the annual appeal two years in a row.

## **Community and Government Relations Committee – no report**

This committee is not active and does not currently have any members.

## **Building & Grounds – Randy Byers and Scott Aker**

Scott noted that the skylight in the lobby will be repaired soon. It has been leaking with rain for a while. Randy noted that we're guessing it is a problem with the dome, and we will hope to fix it without disturbing the living roof.

Scott also reported that we'll get started with the EAT Garden design this winter. We have most of the funding in place to design and build this area. Isaiah, Eric, and Aaron are working on prepping the space. We anticipate working with Russell + Mills, the firm in Fort Collins that did our master plan.

Randy noted that we're rebuilding the lath dome in the children's village now. The original dome lasted 15 years in the elements of Cheyenne, Wyoming. With Aaron's input and the experience of the contractor, we're making adjustments that may help this one last longer.

Randy asked the board if there would be an opportunity to fund part of the master plan in a 6<sup>th</sup> penny package this coming year. Mark responded that Council has not discussed 6<sup>th</sup> penny projects yet.

#### **Arboretum Committee – Scott Aker and Randy Byers**

Scott reported that we had a very well-attended fall foliage tour at the arboretum. Programming there is always very successful. We have talked about a haunted house next year. State Forestry is clearing the shelter belt of fire fuel. Jessica is growing a few things in the greenhouse, despite the broken glass. The headhouse basement is great for storing cannas over the winter, so we will do that again this year.

Randy said that we believe the enabling legislation to establish a state historic site will be introduced again. It doesn't look good for getting it passed. Mark noted that the City and State have signed an MOU. The state is trying to spend as much of the \$3.5 million encumbered for the site before it can be stripped in the next session. The arboretum committee met with Chris Boswell, a long-time state policy expert. Chris believes that keeping the \$3.5M in place will be a major win. He suggested tying all proposed expenditures to dual benefit with the VA cemetery.

#### **City Council Update – Dr. Mark Rinne**

Dr. Rinne reported that Council has been somewhat quiet. Things will ramp up later in the year when departments are gearing up for spring projects.

Projects recently approved at different stages include: a five-story residential building at 29<sup>th</sup> and O'Neil near Blacktooth, a contract for redesign and reconstruction and the 29<sup>th</sup> St and Missile Drive intersection, design and construction for the restoration of the historic pumphouse, depot renovations, the 15<sup>th</sup> street rail display, and bathrooms and concessions at Dutcher Field.

Mark also reported that some city departments turn back about \$2 million per year. Last year's data show a turnback of \$3.4M. This is prudent since the August 5<sup>th</sup> and 6<sup>th</sup> penny tax reports show a steady decrease from 2023 over the last seven months. This is partly due to a slow in oil fields.

#### **Community Recreation & Events Report – Jason Sanchez, CRE Director**

Jason provided the CRE quarterly report included in the email from Jill prior to this meeting. This report is primarily for the Governing Body. It's a look back at what CRE has accomplished over the last three months.

Currently, CRE is busy with: the Wyoming Recreation and Parks Association meeting, which includes departments from Colorado communities; construction of the gymnastics facility next to the Ice & Events Center, securing a grant to remove and rebuild the restrooms and concessions at Dunbar Field in Lions Park, and several division and a departmentwide master plan.

Jason noted that he is working with all divisions to return and remain true to their missions, which comes down to daily maintenance before expanding programming or creating new offerings. Each

division will submit its strategic plan this fall, which will inform budget requests from the CRE department.

**New Business**

None raised.

**Adjourn**

Khale reminded the board of our next meeting on December 10. This is the last meeting of this calendar year.

Meeting adjourned at 6:25.

**Next Meeting: Tuesday, December 10, at 5:30 in the Gathering Rooms**