

MINUTES OF THE BOARD OF DIRECTORS'
WATER CONSERVATION GARDEN AUTHORITY
REGULAR BOARD MEETING

JANUARY 11, 2006

1. President Lewinger called the meeting to order at 3:32 p.m. at the Water Conservation Garden Multipurpose Room, 12122 Cuyamaca College Drive West, El Cajon, California.

PRESENT:

Director Keith Lewinger
Director Geraldine Perri
Director Fred Thompson
Director Charles Muse
Director Mark Robak
Director Jesse Dixon

ABSENT: None

OTHERS PRESENT:

See attached list.

2. On motion by Director Robak, seconded by Director Thompson and unanimously carried, the agenda was approved with the addition of Item #6 which came to our attention after the agenda was posted and needs action taken before the next Board meeting.
3. Introductions were done at today's meeting.
4. There was no one from the public who wished to address the Board.
5. On motion by Director Robak, seconded by Director Perri and unanimously carried, the Board approved the consent agenda as follows:
 - a) The minutes of the regular meeting of December 14, 2005.

6. Executive Director Eberhardt gave some background on the use of alcoholic beverages by groups renting the Garden for events such as weddings. The understanding is that it was allowed if certain policies were followed, but Eberhardt has since learned from SDCWA attorney Dan Hentshke that an amendment to a state code permitting the use of alcohol is required. Director Perri stated that Grossmont-Cuyamaca College District endorses the Garden's use of alcohol at events. Director Thompson requested that staff check with attorney Hentshke on whether a Permit is also needed. On motion by Director Robak, seconded by Director Thompson and unanimously carried, the Board directed staff to formally request that the San Diego County Water Authority (SDCWA) pursue an amendment to the Business and Professions Code 25608 permitting alcohol at the Water Conservation Garden. Alternate Director Buckner added that ACWA-JPIA should be notified once the code has been amended.

DISCUSSION ITEMS:

A. Executive Director Eberhardt submitted her report (see attached). She pointed out a number of new projects for 2006, highlighting the series of nine classes for the "Landscape Water Conservation Apprentices and Specialists" Certification class which will be taught by Horticulture Manager Don Schultz. Nora Jaeschke said that Don is presenting the classes at the next SDCWA meeting, and she plans to suggest SDCWA send someone to these classes. Director Thompson inquired if the classes count as continuing education and Director Robak discussed another project – water-wise classes for students working to-

ward an AA degree. Director Perri offered to facilitate a meeting with Brad Monroe and Director Robak regarding this issue. President Lewinger asked that a report on the meeting be brought back to this Board.

Eberhardt announced that the Friends Old and New Party will be held in the summer months instead of April. The Spring Garden Festival will be held May 20th. Everyone is encouraged to attend.

Eberhardt reported that she met with Cuyamaca College Vice Chancellor Jim Austin about the lease extension, the use of the live oak area, and the use of the children's garden area, as well as alcohol use at Garden functions. There are no concerns at this point except the alcohol issue must be resolved soon to bring in the \$8,500 projected revenue in this area!

Eberhardt gave special thanks to the agencies that include a Garden membership when a water audit is done. The staffing situation is better with the addition of an 8 hour-a-week bookkeeper as well as an office assistant who will be working 24 hours a week until July 1. At that time a change will be made so there are no accumulated hours requiring benefits.

B. Director Robak, Friends' of the Water Conservation spokesperson, handed out the Financial Report as of January 6, 2006. Nora Jaeschke reported that the Friends' Group is looking for members, sponsors, and people to help with endowments. She requested everyone let her know names of people who are interested. Jaeschke provided a handout listing the people who are giving time to the following areas: Single Issue Committees, Advisors, Events, Foundation Board Members, Associates, and On-Going Committees. William Granger

will be talking to developers on January 19th and will encourage participation in Friends' of the Garden.

C. Treasurer Sue Chambers submitted the financials for the fifth month ended November 30, 2005. Chambers mentioned that the figure of \$24,919.59 under SDCWA "September Payroll and Benefits" is an estimate, but said she has requested SDCWA to provide the breakdown figures so the exact amount can be entered on all future check registers.

D. Director Thompson asked if the rain we got recently damaged any plants and perhaps tarps could be used over certain plants that are more likely to be affected. No plants were affected and Don Schultz will keep an eye out for any problems due to heavy rain or frost.

Director Robak reported the signage issue for Jamacha Road that he has been working on is at Senator Hollingsworth's office, and said we should have results soon!

Director Dixon left the meeting at 4:56 p.m.

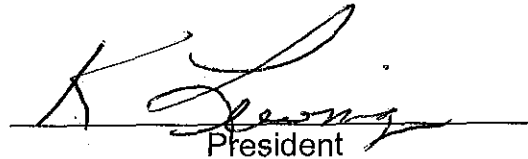
Director Perri thanked the Friends' Group saying they were a sensational group and she thanked Marty Eberhardt for her work on many important issues.

President Keith Lewinger said he met with Brian Thomas recently and discussed the value of the Garden. He suggested a meeting with Tim Blair at Metropolitan Water District about MWD membership.

INFORMATION ITEMS:

- A. The Board received and filed the Docent Report for November.
- B. Elections of President and Vice President for the Water Conservation Garden will be held at the February 8, 2006 meeting.
- C. Appointments of Clerk and Treasurer for the Water Conservation Garden will be held at the February 8, 2006 meeting.

There being no further business to be considered the President declared the meeting adjourned at 5:03 p.m.


President

ATTEST:


Secretary

MINUTES OF THE BOARD OF DIRECTORS'
WATER CONSERVATION GARDEN AUTHORITY
REGULAR BOARD MEETING

February 8, 2006

1. President Lewinger called the meeting to order at 3:30 p.m. at the Water Conservation Garden Multipurpose Room, 12122 Cuyamaca College Drive West, El Cajon, California.

PRESENT:

Director Keith Lewinger
Director Geraldine Perri
Director Fred Thompson
Director Charles Muse
Director Mark Robak
Alternate Director Joel Anderson

ABSENT: None

OTHERS PRESENT:

See attached list.

2. The agenda was approved as presented.
3. Introductions were done at today's meeting.
4. There was no one from the public who wished to address the Board.
5. On motion by Director Muse, seconded by Director Robak with Alternate Director Anderson abstaining, the Board approved the consent agenda as amended:
 - a) The minutes of the regular meeting of January 11, 2006.

The reference to Director Robak submitting a request to speak at the BIS show being held at the Anaheim Convention Center on November 16 & 17, 2006 will be deleted from the minutes.

6. President Lewinger opened the floor to nominations for President of the Water Conservation Garden. Director Muse nominated Director Mark Robak for President and alternate Director Anderson seconded the nomination. There were no other nominations and the floor was closed. On motion by Director Muse, seconded by Director Thompson and unanimously carried, the Board elected Director Mark Robak as President of the Water Conservation Garden Authority.

President Robak opened the floor to nominations for Vice President. Director Perri nominated Director Lewinger for Vice President, and Director Anderson seconded the nomination. There were no other nominations for Vice President and the floor was closed. On motion by Director Perri, seconded by Director Anderson and unanimously carried, the Board elected Director Keith Lewinger as Vice President of the Water Conservation Garden Authority.

President Robak stated that a Clerk and a Treasurer are to be appointed in February of each even-numbered year to two-year terms. He asked Helix Water District General Manager Mark Weston if Helix was willing to allow their employee, Sarah Arnold, to continue as Clerk. Weston said Helix has been providing secretarial services for a number of years and since he had not spoken to Sarah about continuing as Clerk, he would appreciate being given some time to do that. Robak would like this item brought back to the next meeting. Weston

said in the meantime Sarah will continue as Clerk for the Water Conservation Garden.

On motion by Director Lewinger, seconded by Director Perri, Sue Chambers was re-appointed as Treasurer of the Water Conservation Garden.

7. The Board appointed a working group made up of two members from the Board and three staff members to bring back to the March meeting the preliminary multi-year budget with the San Diego County Water Authority regarding the fundraising of the Garden. The following people are on the working group:

President Mark Robak, Director Fred Thompson, Executive Director Marty Eberhardt, Nora Jaeschke from Friends Group, and Treasurer Sue Chambers.

8. On motion by Director Lewinger, seconded by Director Anderson and unanimously carried, the Board approved the following Reserve Fund Policy:

1) As part of the budget process each year the staff will include a 5-year Capital Needs Budget to justify the Capital Fund Balance. This will also include 3 months of Operating reserves and 20% contingency on capital needs.

2) Any monies expended from the Reserve Fund needs Board approval

Further discussion took place that additional funds will be included in the Operating Budget if needed to maintain the necessary Capital Fund Balance.

The Board requested that staff enter this policy into the Policies and Procedures Manual.

President Robak requested that a draft of the Policies & Procedures Manual be brought to the next Board meeting.

DISCUSSION ITEMS:

A. Executive Director Eberhardt submitted her report (see attached). She was happy to report that 1,257 people have attended the Garden's programs so far, and another 58 have attended off-site presentations.

She reported that discussions took place with MWD about changes to the "Nifty Fifty" plant list, such as taking off the higher water users and plants listed as invasive by the California Invasive Plant Council. MWD was grateful for the suggestions and a new list was provided to everyone at today's meeting. A committee has been formed for the Friends Old and New Party. The party is set for July 13, 2006, and will be an evening event with desserts and coffee.

Eberhardt stated that Manager of Horticulture Don Schultz presented the landscaper training series to the California Landscape Contractors (CLCA) and to the SDCWA Board recently. Letters are being mailed out to dozens of landscape companies with the CLCA letter of endorsement and a cover letter from Nora Jaeschke. Much discussion took place on the training of trainers. Toby Roy attending today's meeting representing SDCWA, said a proposal has been sent to Mira Costa College for them to train people to teach the class series. Director Lewinger said since Garden Manager of Horticulture Don Schultz developed the curriculum and it was the Garden's idea to train landscapers - the Garden should take the lead role in training the trainers through our partner, Cuyamaca College not Mira Costa College. Director Perri agreed, but cautioned that there are specific steps to be taken beforehand. Cuyamaca College Horticulturist Brad Monroe said the vision is to spread training though South County first. Perhaps Mira

Costa College could participate when they train in North County. Marty Eberhardt will be attending a SDCWA meeting on this issue soon, and will update the Board on the outcome. Director Lewinger asked President Robak if he would plan to make a report to SDCWA on this issue.

For a different AA degree program, Monroe said he'd like to get an accreditation agency such as the Water Authority to look at the curriculum. This would help drive people to the program. Eberhardt reported that SDCWA agreed to have their staff spearhead getting the legislation changed so the Garden can serve alcohol at functions and also to have a Garden sign put up on Jamacha Road. It will probably be January 2007 before alcohol can be served at the Garden if the bill passes.

B. Director Robak, Board liaison for the Friends Group, reported that the group's financial goals have been met and the Group is coming together nicely with a dedicated group of people. Eberhardt said we must realize that 80% of the finances received to date have been from the Board to start it off. Robak said he would like someone else to take over as the Board's representative to the Friends' Group since he has just been elected as Garden Board President. No one volunteered at this time.


C. Treasurer Sue Chambers submitted the financials for six months ended December 31, 2005. Cash balance at end of December was \$341,242.26 which includes monies in reserves. The Operating Budget shows the Garden had excess operating revenues of \$19,910 at the close of the month.

D. Directors Muse, Perri, and Alternate Director Anderson left the meeting at 5:18 p.m. President Robak announced he would be out of town for the March 8th meeting. Vice President Lewinger will chair the meeting.

INFORMATION ITEMS:

A. The Board received and filed the Docent Report for December.

The meeting was adjourned at 5:23 p.m.



President

ATTEST:



Secretary

1MINUTES OF THE BOARD OF DIRECTORS'
WATER CONSERVATION GARDEN AUTHORITY
REGULAR BOARD MEETING

March 8, 2006

1. Due to a lack of quorum, Vice President Keith Lewinger began with discussion only of items on today's agenda. Upon the arrival of Director Geraldine Perri and Alternate Director Joel Anderson, a quorum was met and the meeting was called to order at 3:50 p.m. at the Water Conservation Garden Multipurpose Room, 12122 Cuyamaca College Drive West, El Cajon, California.

Director Lewinger recapped the discussion of items for Director Perri and Alternate Director Anderson.

PRESENT:

Director Keith Lewinger
Director Fred Thompson
Director Charles Muse
Director Geraldine Perri (entered at 3:50 p.m.)
Alternate Director Joel Anderson (entered at 3:50 p.m.)

ABSENT: President Mark Robak

OTHERS PRESENT:

See attached list.

2. On motion by Director Thompson, seconded by Director Muse and unanimously carried with Director Robak absent, the agenda was approved.
3. Introductions were done at today's meeting.
4. There was no one from the public who wished to address the Board.

5. On motion by Director Thompson, seconded by Director Perri and unanimously carried with President Mark Robak absent, the Board approved the consent agenda as follows:

- a) Approved the minutes of the regular meeting of February 8, 2006.
- b) Adopted Resolution #131 amending Resolution #128 adopted April 13, 2005, designating signers on a basic business account at San Diego National Bank.

6. On motion by Director Muse, seconded by Director Perri, and unanimously carried with President Robak absent, the Board reappointed Sarah Arnold as Clerk of the Water Conservation Garden.

7. Friends' representative Nora Jaeschke said a Friends' committee was formed to review the Garden's current membership fees and benefits. There are small fee increases to all lower levels except at the student level. There are benefit additions to the higher levels in order to encourage more people to join at these levels.

On motion by Director Thompson, seconded by Alternate Director Anderson, and unanimously carried with President Robak absent, the Board approved the Friends' new membership costs and benefits proposal, effective July 1, 2006.

8. On motion by Director Thompson, seconded by Director Perri, and unanimously carried with President Robak absent, the Board approved using reserve funds to convert a small rest room in the maintenance area to an office, and approved staff to choose one of the two construction company bidders for the job.

DISCUSSION ITEMS:

A. Executive Director Eberhardt said she would like the Garden staff to speak briefly to the Board about what they do at the Garden. Today's staff person was Education and Events Coordinator Elizabeth Ramos. Elizabeth is a 32-hour-a-week employee who specializes in planning and coordinating on- and off-site Garden events and classes. She does marketing for these events and recruits and coordinates volunteers. She recruits and coordinates volunteers and Garden staff, as well as co-ops with marketing committees on publicity. She serves on a number of Garden committees and is responsible for logistics for offsite events. She is the sole staff person on Saturdays, and is responsible gift shop sales on that day.

B. Executive Director Eberhardt stated that the initial implications for the multi-year budget/2006-2007 are still being prepared. It will be on the April agenda. There are many issues to address. One issue is whether or not the San Diego County Water Authority (CWA) is going to increase their budget by an additional 6% to cover a COLA increase and any staff merit increases for next fiscal year. Eberhardt said she was concerned if CWA chooses not to increase over last year's amount, perhaps the partner agencies would decide the same. Nora Jaeschke said she sees this as a regional issue and reminded everyone that it is our duty to see that CWA and the partner agencies understand how truly valuable the Garden is to San Diego County and directly to the agencies themselves. Director Fred Thompson said he would promote the 6% increase to CWA if the Board directs him to do so. After much discussion, it was decided

that the \$100,000 currently being budgeted by the CWA will be accepted and appreciated. Some Board members indicated they would discuss this issue with their Boards and perhaps have information to bring back to the April meeting.

C. Executive Director Eberhardt submitted her report (see attached). She stated that Don Schultz has begun teaching the Apprentice classes for landscapers. There are seven registered for the first class and ten for the second class. The Specialist Series starting in late March has eleven people registered. She said some discussions have taken place with CWA regarding Don teaching the class in the north county in the Fall. Toby Roy from CWA said this first series is a pilot project but right now it looks as if the Garden will receive a guaranteed \$7,000 for Don's time to teach the course at Mira Costa College. Nora Jaeschke said the goal is to get these classes going throughout the state and Director Lewinger said the Garden should receive additional funds as the program increases around the state.

Eberhardt reported that there was a 42% increase in visitations over last February, although last February was a very rainy month and may have kept visitors away. She said we have had 20% more visitors than last year.

There is great news – SDSU marketing class will be doing a focus group in April here at the Garden! There should be some great ideas for the Garden coming from this group!

Regarding the alcohol issue, Senate Bill #1486 carried by Senator Hollingsworth would allow alcohol on Garden premises. It could be January

2007 before this bill becomes effective. The signage along Jamacha was not included in SB #1486 as originally discussed - It will need its own bill.

Sponsorship for the Garden Festival is going very well! A thank you goes to Mark Weston and Mark Watton and many others. Sponsors have contributed \$19,500 so far!!

Eberhardt mentioned the draft P&P has been updated and was handed out at today's meeting. She asked any Board member to let her know if any changes are necessary.

Eberhardt said President Robak requested the Strategic Plan be updated. She informed everyone that the plan will be provided by the May meeting.

There was a hold up regarding the submission of paperwork for the Garden to receive its 501c 3 status but Eberhardt reported it is now in the works and is finally moving along.

D. The Friends Group Report was given by Nora Jaeschke. She began by reminding everyone that the March 18th plant sale is an important event at the Garden. Everyone is encouraged to attend, and if anyone can help out that day please contact Nora. She said the Nifty-Fifty list is now updated and reported the growers she spoke to at the Home and Garden show recently gave her every indication they will plant the Nifty-Fifty for the public to purchase. This is great news! There will be a meeting on March 27th at the Garden regarding Endowments and everyone is welcome to attend.

The Friends group has voted to give \$4,000 to the Garden for plant material purchased by Don Schultz.


E. Treasurer Sue Chambers submitted the financials for seven months ended January 31, 2006. Total cash receipts were over \$100,000 and cash disbursements were \$34,471.00, so this is looking good Chambers said. The Operating Budget vs Actual Report (Exhibit C) Total Income was \$380,058 with excess operating revenue over operating expenses of \$84,490 at the beginning of the quarter.

F. Director Perri reported that the College is handling the groundbreaking of three buildings at once, so it is a very busy time. The cost of the buildings equaled over \$200 million. She invited everyone to take time to go see each building, as they will be a wonderful addition to the campus.

INFORMATION ITEMS:

A. The Board received and filed the Docent Report for December.

The meeting was adjourned at 5:05 p.m.



Vice President

ATTEST:



Secretary

MINUTES OF THE BOARD OF DIRECTORS'
WATER CONSERVATION GARDEN AUTHORITY
REGULAR BOARD MEETING

April 12, 2006

1. President Robak called the meeting to order at 3:35 p.m. at the Water Conservation Garden Multipurpose Room, 12122 Cuyamaca College Drive West, El Cajon, California.

PRESENT:

Director Mark Robak
Director Keith Lewinger
Director Fred Thompson
Director Charles Muse
Alternate Director Taccone for Director Perri

ABSENT: Alternate Director Anderson

OTHERS PRESENT:

See attached list.

2. On motion by Director Lewinger, seconded by Director Muse and unanimously carried with Alternate Director Anderson absent, the agenda was approved as submitted.
3. Introductions were done at today's meeting.
4. There was no one from the public who wished to address the Board.
5. On motion by Director Lewinger, seconded by Director Thompson and unanimously carried with Alternate Director Anderson absent, the Board approved the consent agenda as submitted:
 - a) The minutes of the regular meeting of March 8, 2006.

- b) Adding the words "Staff and volunteers of member agencies are exempted from the photography fee structure when they are obtaining images as part of their work-related duties" to the photography policy within the Policies and Procedures Manual.

6. At 3:40 p.m. the Executive Director conducted a 20-minute walking tour of the Garden for everyone to see first hand how beautifully the Garden is growing and changing.

7. On motion by Director Muse, seconded by Director Lewinger and unanimously carried with Alternate Director Anderson absent, the Board approved the Legal Services Agreement with Best, Best & Krieger and authorized the President to execute the Agreement.

8. On motion by Director Muse, seconded by Director Thompson, and unanimously carried with Alternate Director Anderson absent, the Board approved the 2006-2007 Budget.

9. On motion by Director Lewinger, seconded by Director Thompson and unanimously carried with Alternate Director Anderson absent, the Board authorized the Executive Director to present to the SDCWA ad hoc committee that an estimated 15% is the number for non-agency operating revenue to SDCWA for 2007-2008 and 2008-2009. Director Muse asked that the percentage issue be listed on the financial statements each month beginning May 2006.

10. The current Board policy is that the projected use of reserve funds for the upcoming fiscal year should be approved at the time the budget is approved.

Marty Eberhardt went over the needs list that Horticultural Manager Dan Schultz

came up with, and on motion by Director Muse, seconded by Director Thompson, and unanimously carried with Alternate Director Anderson absent, the Board approved the submitted reserve funds needs list for 2006-2007.

DISCUSSION ITEMS:

A. Marty Eberhardt submitted her report for the month (see attached) introduced the Garden's 32-hour a week Office Assistant/Shop Coordinator Heather Carlton. Some of Heather's office responsibilities are to greet Garden visitors, maintain calendars, schedule tours, process the Garden class registrations, and process the bi-weekly time sheets for all Garden staff. Additionally, she assists the Executive Director and the Education/Special Events Coordinator on special projects, as well as sending out welcome packets and thank-you letters. She is the buyer-order person for the gift shop inventory, and the Garden IT liaison with software/hardware needs.

B. Executive Director Eberhardt submitted her report (see attached). She provided some very good news! The FEMA "Fire-wise Landscaping Grant" in the amount of \$58,000 has been approved! The Garden will work closely with the San Miguel Fire Department to create and promote the new exhibit.

Eberhardt said Metropolitan Water District (MWD) sent a bus filled with Orange County visitors to tour the Garden last Saturday, April 8th. She toured and lunched with the group, which included MWD Director Larry Dick. MWD may send other bus tours to the WCG.

Eberhardt reported the March 18th California Friendly Spring Plant Sale was such a success that vendors could have sold twice as much plant material.

About 1,900 people came to this event! Many lectures had standing room only, and the membership booth and gift shop did very well also. The majority of attendees said they heard about the event through the *Union Tribune*.

The next event will be the Spring Garden Festival on May 20th. There is a web set up for this event at www.cuyamaca.net/springfest. Plenty of events and music are planned for this yearly event and everyone is encouraged to attend.

Eberhardt said she has learned that MWD does not plan to use its marketing term "nifty-fifty" any more. They are changing to "California Friendly" exclusively, and naming about 1,300 plants as such. When we have the opportunity she said, we must promote the term "California Friendly".

The Friends' Group is planning the Friends' Old and New Party for July 13. This will be a nice event for current and potential donors and friends, and will also be the opening of the new interactive exhibits.

C. Friends' Group Liaison Director Robak asked if there was anyone who would take his place as liaison now that he is the Garden Board President.

Meetings are held once a month. Director Muse said he would ask alternate Director Smith if he would be the liaison.

Director Thompson announced that Nora Jaeschke was in Las Vegas to speak to a group of water conservationists about the Friends' Group at the Garden. Dan Carney was also attending the same meeting. Thompson asked Marty to help obtain 24 decks of Garden playing cards for him to take to the ACWA and CRWUA meetings.

D. Treasurer Sue Chambers submitted the financials for eight months ended February 28, 2006. Total Cash Receipts shows \$18,000 coming in. The Check Register for February 2006 shows total cash disbursements of \$71,163.05.

E. Director Robak showed a PowerPoint presentation he prepared on the Garden. He plans to show it to different agencies throughout the area.

F. Director Robak said Garden web site hits can now be tracked and said using this information will be a good business tool for projects. The plan is to track it for six months to see the true benefits. The web site now has Friends' of the Garden listed. Changes will be made to the site over the summer as time allows.

G. The Board set the date of May 16, 2006, as the next Garden meeting date due to so many being gone on May 10th.

William Granger provided brochures on San Diego County's 3rd Annual California Friendly Landscape Contest and asked us to hand them out to others.

INFORMATION ITEMS:

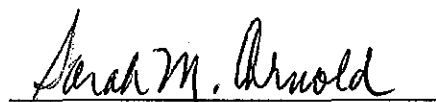
- A. The Board received and filed the Docent Report for the month of February.

The meeting was adjourned at 6:00 p.m.



President

ATTEST:



Secretary

MINUTES OF THE BOARD OF DIRECTORS'
WATER CONSERVATION GARDEN AUTHORITY
ADJOURNED REGULAR BOARD MEETING

May 16, 2006

1. Vice President Lewinger called the meeting to order at 3:40 p.m. at the Water Conservation Garden Multipurpose Room, 12122 Cuyamaca College Drive West, El Cajon, California.

PRESENT:

President Mark Robak (entered at 4:05 p.m.)
Director Keith Lewinger
Director Geraldine Perri
Director Fred Thompson
Director Charles Muse
Alternate Director Joel Anderson

ABSENT:

OTHERS PRESENT: See attached list.

2. The agenda was approved as submitted.
3. Introductions were done at today's meeting.
4. There was no one from the public who wished to address the Board.
5. On motion by Director Muse, seconded by Director Perri and unanimously carried with President Robak absent, the Board approved the consent agenda as submitted:
 - a) The minutes of the regular meeting of April 12, 2006.
6. The Board discussed the way to handle inquiries from non-agency businesses who would like to be members of the Garden Joint Powers Authority

well with seven taught and two more to go for this round. Next time the classes will be held at Costa Mesa College.

B. Executive Director Eberhardt submitted her report (see attached). Agency partner Padre Dam MWD voted to continue funding the Garden at the \$60,000 level, and will get back onto the two-year funding cycle. Everyone thanked Director Joel Anderson for his participation.

Ms. Eberhardt said the Garden continues to be very busy this year especially with so many programs in full swing. **Dates for events for possible Board attendance are as follows: May 20, Spring Garden Festival; June 6, Firewise-Landscaping Exhibit Groundbreaking; June 8, Docent/Volunteer Recognition Dinner; June 14, Garden Board meeting; July 12, Garden Board meeting; and July 13, Friends' Old and New Party.** Ms. Eberhardt asked the Board to submit names to invite to the Friends' Old and New Party soon.

Discussion took place on extending an invitation to the Metropolitan Water District Board of Directors to come and tour the Garden.

C. Ms. Eberhardt reported that the Friends' Group has obtained the 501 c 3 status which will be a great help to the Garden. Director Muse stated he had asked Alternate Director Richard Smith if he would consider being the liaison between the Board and the Friends' Group and Director Smith is considering it. The next Friends' Group meeting will be held June 19. President Robak said he is very pleased with the great job the Friends' Group is doing.

D. Sue Chambers submitted the financial reports for nine months ended March 31, 2006.

E. Director Anderson said he was pleased with the great job the staff is doing at the Garden.

Director Thompson asked about booth displays for this Saturday's Spring Garden Festival and asked Ms. Eberhardt to confirm Poseidon's sponsorship amount. Ms Eberhardt will look into both issues.

Director Perri said she is pleased to work with the Garden on the extension of the small portion of land to the Garden from the College. The next step is for her to take it to the Chancellor. This year has been a very big year for the college – the two new buildings being built are coming along fine. The Student Center will be ready early next year and the Commercial Arts building in the fall next year. She handed out four separate booklets promoting enrollment in the many college courses offered at Cuyamaca College throughout the summer and fall of 2006.

Director Robak said he is still hoping to help get the signage on Jamacha Road. He spoke to a Cal Trans employee who said they were working on getting a "joint sign project" going throughout the county. Director Robak thinks this will help the Garden and the College.

Helix Water District General Manager Mark Weston announced that Garden Secretary Sarah Arnold would be retiring in July instead of December as announced previously. Helix will continue to cover secretarial services until the

month of October, when a Clerk from other than Helix WD will need to be appointed.

Mr. Weston also reported on an ad hoc committee meeting he attended at SDCWA recently where he learned there will be a \$1.3 million budget increase for 2007 for water conservation.

INFORMATION ITEMS:

A. The Board received and filed the Docent Report for the month of April. The meeting was adjourned at 5:07 p.m.



President

ATTEST:



Secretary

MINUTES OF THE BOARD OF DIRECTORS'
WATER CONSERVATION GARDEN AUTHORITY
REGULAR BOARD MEETING

June 14, 2006

1. President Robak called the meeting to order at 3:35 p.m. at the Water Conservation Garden Multipurpose Room, 12122 Cuyamaca College Drive West, El Cajon, California.

PRESENT:

Director Mark Robak
Director Geraldine Perri
Director Keith Lewinger
Director Fred Thompson
Director Charles Muse
Alternate Director Anderson

ABSENT: None

OTHERS PRESENT:

See attached list.

2. On motion by Director Lewinger, seconded by Director Thompson and unanimously carried, the agenda was approved as submitted.
3. Introductions were done at today's meeting.
4. There was no one from the public who wished to address the Board.
5. On motion by Director Muse, seconded by Director Lewinger and unanimously carried, the Board approved the consent agenda as submitted:
 - a) The minutes of the regular meeting of May 16, 2006.

DISCUSSION ITEMS:

A. Marty Eberhardt submitted her report (see attached). She began by announcing that the Spring Garden Festival held on May 20th brought 5,535 visitors to the Garden! Eberhardt said the changes made for this year's Festival worked out very well (refer to attached Executive Director's report for complete details).

The Garden held a groundbreaking for the fire-wise landscaping exhibit recently and a number of people attended, including Supervisor Dianne Jacob and a representative from Congressman Duncan Hunter's office. They joined Directors Robak and Perri, San Miguel Fire Chief Ghio, and CDF Fire Chief Henson at the event. Eberhardt reported they are still experiencing computer problems even with the help of consultants. There will be a deep cleansing done and hopefully by the end of June the serious problems will be corrected.

The Board authorized Marty Eberhardt to attend the National Meeting of the Garden Association in San Francisco June 28, 2006 through July 1, 2006. Discussion took place on the need for a policy on staff travel. The Board will consider adopting a draft (scratch this word?) Travel Policy to be presented by Eberhardt at the July Board meeting.

B. Sue Chambers submitted the Financial Reports for ten months ended April 30, 2006. She informed the Board she would not be at the July meeting but reports would be submitted. President Robak congratulated Sue on being named the recipient of the Dorcus Utter Exceptional Service Award at the recent annual docent dinner.

C. Director Perri reported on the Garden's lease with the college stating the Board of Trustees is very supportive of the Garden and said the 20-year extended lease will go for formal action very soon. She stated she would be happy to work with the Garden staff regarding any future needs, capital campaigns, Friends' Group needs, etc. that may require a change of lease terms and would present these types of requests to the College Board.

D. Marty Eberhardt submitted a Strategic Plan for 2006-2009. She highlighted some of the main issues. This report is submitted once a year for discussion. The Board was pleased with many good ideas within the plan.

E. Marty reported that there were 575 invitations sent out to the Friends' New and Old party being held on July 13th. An elegant evening is planned Eberhardt said.

Director Anderson departed the meeting at 4:57 p.m.

F. Director Muse reported that Sweetwater Authority General Manager Dennis Bostad is interested to come and meet with Marty to discuss Sweetwater being involved somehow with the Garden. A meeting is being set up for the upcoming week.

Director Lewinger said perhaps other agencies would join us if Sweetwater joined on.

Director Perri thanked Marty for the fire-wise groundbreaking event and the docent dinner event saying she had a great time!

President Robak announced that Otoy Water District turned 50 years old this year! He invited everyone to an open house this coming Saturday from

10am-3pm. William Granger said the event will have buses bringing people to the Garden for tours, and informed the group that the grand prize winner will receive a personalized landscape design. Also, there will be a blood drive going on at the event.

INFORMATION ITEMS:

- A. The Board received and filed the Docent Report for the month of April.

The meeting was adjourned at 5:12 p.m.



President

ATTEST:



Secretary

MINUTES OF THE BOARD OF DIRECTORS'
WATER CONSERVATION GARDEN AUTHORITY
REGULAR BOARD MEETING

July 12, 2006

1. President Robak called the meeting to order at 3:30 p.m. at the Water Conservation Garden Multipurpose Room, 12122 Cuyamaca College Drive West, El Cajon, California.

PRESENT:

Director Mark Robak
Director Geraldine Perri
Director Keith Lewinger
Director Fred Thompson
Alternate Director Smith
Alternate Director Anderson

ABSENT: None

OTHERS PRESENT:

See attached list.

2. On motion by Director Lewinger, seconded by Director Perri and unanimously carried, the agenda was approved as submitted.
3. Introductions were done at today's meeting.
4. There was no one from the public who wished to address the Board.
5. On motion by Director Thompson, seconded by Alternate Director Anderson and unanimously carried, the Board approved the consent agenda as submitted:
 - a) The minutes of the regular meeting of June 14, 2006.
 - b) The Strategic Plan 2006-2009

6. On Motion by Director Lewinger, seconded by Alternate Director Smith and unanimously carried, with Director Perri abstaining, the Board approved the License Agreement for Operation of a Water Conservation Garden between Grossmont-Cuyamaca Community College District (GCCCD) and the Water Conservation Garden Authority, and authorized President Robak to sign the Agreement upon its passage by the GCCCD Board. That Board will probably meet in August about this matter. The lease will extend 20 years beyond the original expiration of 2013, and gives a ten-year renewal by mutual agreement. Additionally, it adds a .20 -acre parcel with several oak trees, currently part of the Heritage of the Americas Museum's lease, and a .37 -acre parcel which will be used as a Children's Garden.

The Board and staff thanked Director Perri for her help in bringing it to the GCCCD Board.

7. Executive Director Marty Eberhardt presented the draft Travel Authorization and Expense Policy stating the Garden has never had a policy on travel for staff and at the Directors' request, one is submitted for approval today. No changes were made by the Board to the policy presented and on motion by Alternate Director Smith, seconded by Director Thompson and unanimously carried, the Board approved the Travel Authorization and Expense Policy.

8. The August Board meeting will take place if there are any action items, otherwise that meeting will be cancelled.

DISCUSSION ITEMS:

A. Executive Director Eberhardt submitted her report (see attached). She announced for FY 2005-2006 the Garden has had 30,000 visitors which is a very satisfying 33.5% increase over last year.

Many classes were held in June as the attached report reflects. Ms. Eberhardt handed out the new brochure listing the Nifty Fifty plants – everyone agreed it is nicely done. Ms Eberhardt confirmed all the Nifty-Fifty plants at the Garden are now labeled. She reported on the plans for the upcoming Friends New and Old Party being held on Thursday, July 13, 2006. There have been 130 RSVPs to the party. Many staff members and docents, especially Meredith, have put enormous work into making the party special. Friends Representative Nora Jaeschke asked for feedback from Board and staff who discuss the Garden with others while at the event. Director Perri said she would be available to meet with small groups of people after the July 13th event to discuss the benefits of being involved with the Garden.

Discussion took place on the relationship between local nurseries and the Garden to build a working relationship and perhaps for Garden visitors to obtain discounts at certain nurseries.

Ms. Eberhardt announced Don Schultz is getting ready to move into his new office soon. She reported on the excellent National Meeting of the Garden Association in San Francisco that she, Don, and Elizabeth recently attended.

She announced some very good news regarding Sweetwater Authority's interest in the Garden. Sweetwater General Manager Dennis Bostad informed

her that he was going to make the request to his Board to become a full partner with the Garden at their July 19th Operations Committee meeting. Marty and one other Garden Board member will attend the Sweetwater Operations Committee meeting on July 19, and they will also attend the July 26th Board Meeting should the committee decide to carry the matter forward to the Board.

Ms. Eberhardt also reported on the Water Conservation meeting at the County Water Authority she attended this morning. The non-agency funding amount of 15% the Garden submitted did not pass. Instead, they would like her to bring back a strategic plan and a two-year budget, and instead of 15% for 2 years, they'd like to see evidence of increases in non-agency operating funding. Friends Representative Nora Jaeschke said she thinks it is a matter of perception for some of the Water Conservation Committee members. She thinks they must not totally grasp how viable the Garden is for water conservation in this county. We are not simply a local garden, we thoroughly educate the public.

B. Nora Jaeschke made the suggestion that each partner agency appoint one person from their agency who could rotate with other appointees to attend the Friends Group monthly meetings to listen and to share ideas on the Garden. This would take the place of a Board member being a liaison to the Friends Group.

Ms. Jaeschke encouraged everyone to consider their name on a brick paver at the Garden. A free membership is included by purchasing a \$200 brick. A plaque with your name or a loved one's name can be put on one of the benches for \$1,500.

C. Executive Director Eberhardt submitted the Financial Reports for eleven months ended May 31, 2006 since Sue Chambers was on vacation. She stated the bank balance was high mostly due to invoices not received yet from the County Water Authority.

D. Alternate Director Smith said it was a pleasure to sit in for Director Muse at today's meeting. Director Thompson would like the Garden to win all of the awards at the Clean Water Summit next year.

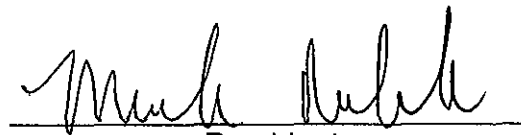
Director Perri exited the meeting at 4:32 p.m.

Director Lewinger reported that he and Nora Jaeschke would be meeting with representatives from Sycuan Casino in two weeks.

Ms. Jaeschke announced that this Garden will shine at the Water Conservation Summit set for September 29, 2006 at the Joan Kroc Center for Peace and Justice at the USD campus.

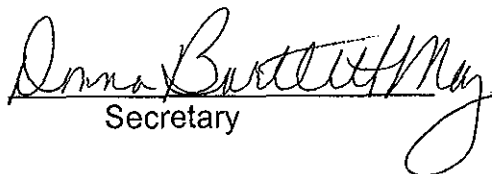
INFORMATION ITEMS:

A. The Board received and filed the Docent Report for the month of May. The meeting was adjourned at 4:46 p.m.



President

ATTEST:



Secretary

MINUTES OF THE BOARD OF DIRECTORS'
WATER CONSERVATION GARDEN AUTHORITY
REGULAR BOARD MEETING

August 9, 2006

1. President Robak called the meeting to order at 3:34 p.m. at the Water Conservation Garden Multipurpose Room, 12122 Cuyamaca College Drive West, El Cajon, California.

PRESENT:

Director Robak
Director Lewinger
Director Muse
Alternate Director Smith
Alternate Director Anderson
Alternate Director Buckner
Alternate Director Taccone

ABSENT: Director Thompson
Director Dixon

OTHERS PRESENT:

See attached list.

2. On motion by Director Lewinger, seconded by Director Muse, and un-animously carried, the following consent calendar was approved.
 - a) Minutes of Regular Meeting of July 12, 2006
 - b) Approval of Gregory Villard, CPA, as independent auditor for the 2005/06 Fiscal Year
3. Introductions were made.
4. There was no one from the public who wished to address the Board.

5. On Motion by Alternate Director Anderson, seconded by Alternate Director Taccone, and unanimously carried, Resolution 132 was approved establishing membership tiers related to member contributions to the annual budget.

Director Lewinger stated that the Garden has been operating under a tier rate structure for two budget cycles but had neglected to have the Board adopt the structure. The structure has four tiers with Tier 1 contributions of \$100,000 for regional water/government agencies, Tier 2 contributions of \$75,000 for local water/government agencies, Tier 3 with \$60,000 contributions for other water/governmental agencies and Tier 4, the Grossmont-Cuyamaca Community College District with no monetary contribution. Director Lewinger reported that he and Alternate Director Jaeschke have been talking with Adam Day, representing the Sycuan Band of Indians, about their interest in becoming partners. He stated he felt Sycuan would need to be in Tier 2 since they own property in Otay Water District. If the Viejas or Barona tribes join, they would be Tier 3. Director Lewinger stated legal counsel is currently looking into whether Sycuan becoming a partner would require legislative action or go through the BIA. Also, Mr. Day informed them that Sycuan would want to contribute by allowing the Garden to use their children's education program and use other staff as necessary.

6. On Motion by Director Muse, seconded by Alternate Director Taccone, and unanimously carried, Resolution 133 was approved authorizing execution of an amendment to the Joint Powers Agency Agreement of the Water Conservation Garden Authority to add the Sweetwater Authority as an agency member.

Mr. Mitch Beauchamp of the Sweetwater Authority Board was introduced and thanked for his efforts in getting Sweetwater to join the Garden. The Sweetwater Authority Board felt they would be benefited by the education of those living within their watershed.

DISCUSSION ITEMS:

A. Executive Director Eberhardt submitted her report (see attached). She reported on the Friends Old and New Party where attendance reached 130, the first week-long kids camp, the Nifty 50 brochure which is being coordinated with the Metropolitan Water District, the classes taught by Don Schultz at Mira Costa College, and the Water Conservation Summit planned for September 29 at the Joan Kroc Institute for Peace and Justice. She reported that September 14 will be the opening of the children's garden and she hopes to make it a media event where the new lease can also be celebrated. The fire-wise garden should be complete by the October 11 deadline. The California Department of Forestry has been very helpful. Jon Powell is scheduled to rework the irrigation exhibit plan to be completed this year. Best, Best & Krieger is reviewing the alcohol issue since the passage of the necessary legislation to make sure the Garden will be in compliance.

Director Lewinger suggested the Garden pay to have its website come up when anyone googles "wedding" and "San Diego" and Alternate Director Anderson stated he would have Mike Uhrhammer look into that.

The Sweetwater Authority zip codes will be added to the visitation breakdown. It was suggested that all zip codes in their watershed be used.

B. The Friends of the Garden will meet August 21 to consider donating funds to the Garden. Doug Sain, a member of the Friends Board, met with Ms. Eberhardt to discuss a corporate membership brochure for donations of more than \$1,000. Ms. Eberhardt stated she may have found a brochure designer who is willing to donate his time.

C. Executive Director Eberhardt reported that the financial reports are preliminary as there are a few outstanding items such as the interest earned from LAIF for the last quarter, and the final payroll costs from the County Water Authority. The cash balance is \$319,661. Checks for June totaled \$166,730.40. Receipts for the 12 months were \$539,113 and actual operating expenditures were \$440,914. Estimated excess operating revenues were \$27,050 at the close of the year. The balance sheet shows total assets of \$2,420,173.83.

D. Director Muse asked about the County Water Authority's issue with the non-agency operating fund for the Garden. Executive Director Eberhardt said that she needed to come back to the ad hoc committee with new percentage numbers by January. Director Lewinger stated that if Sycuan becomes a partner in the Garden, this could help with non-agency funding. It seems some County Water Authority directors think the members the Garden has now are all the members we will ever have and fear an agency will drop out and they will have to make up the difference. When Lakeside and Riverview combine, they could be a potential partner.

In response to questions about the newsletter, Ms. Eberhardt stated the glossy paper is recycled paper and it is possible to post a color version on the website if the photos are in color.

Karen Stauffer commented that it has been very nice to have Ms. Eberhardt as the Garden's Executive Director as she makes the Garden work so well through her skill and experience.

INFORMATION ITEMS:

A. The Board received and filed the Docent Report for the month of June.

Docent hours increased 94% over the last year.

The Board went into Closed Session at 4:25 p.m.

CLOSED SESSION:

A. PUBLIC EMPLOYEE PERFORMANCE EVALUATION
(Government Code §54957)
Title: Executive Director

B. CONFERENCE WITH LABOR NEGOTIATORS
(Government Code §54957.6)
Agency Designated Representatives: Board of Directors
Unrepresented Employee: Executive Director

The Board reconvened in open session at 4:55 p.m. It was reported that the Executive Director would be given a one-step salary increase.

The meeting was adjourned at 4:56 p.m.

President

ATTEST:

Secretary

MINUTES OF THE BOARD OF DIRECTORS'
WATER CONSERVATION GARDEN AUTHORITY
REGULAR BOARD MEETING

September 13, 2006

1. President Robak called the meeting to order at 3:35 p.m. at the Water Conservation Garden Multipurpose Room, 12122 Cuyamaca College Drive West, El Cajon, California.

PRESENT:

Director Robak
Director Lewinger
Director Muse
Director Perri
Director Thompson
Alternate Director Jaeschke
Alternate Director Smith
Alternate Director Anderson (Arrived at 3:40 p.m.)

ABSENT: Director Dixon

OTHERS PRESENT:

See attached list.

2. The agenda was approved as written.
3. Introductions were made.
4. There was no one from the public who wished to address the Board.
5. On motion by Director Lewinger, seconded by Director Muse, and carried with Director Perri abstaining, the following consent calendar was approved:
 - a) Minutes of Regular Meeting of August 9, 2006.
6. On Motion by Director Lewinger, seconded by Director Perri, and unanimously carried, the Board approved the appointment of Marisa Farpon as Board

Secretary as of the November, 2006 Board meeting and authorized Executive Director Eberhardt to execute a contract with Ms. Farpon for up to 200 hours per fiscal year at \$25 per hour.

Executive Director Eberhardt stated that with Sarah Arnold's retirement, and Otay Water District's inability to pick up the secretarial function, it was necessary to search for secretarial services. Otay Water District has authorized \$5,000 to fund the secretarial services for one year. She stated there are a few items that are not included in the secretarial function that were handled by Helix that will have to be handled through the Garden now including the refreshments, copying and storage of files.

7. Executive Director Eberhardt stated that last year the Board made a policy that the Executive Director would make a recommendation on what to do with operating excess. Operating excess this year is \$31,554. She stated that last year approximately \$14,000 was used from the operating reserve for a new office and the purchase of the Gator utility vehicle. She recommended \$14,000 of this year's excess be placed in the reserve and that the remaining \$17,554 be used for the irrigation exhibit. She has been working on funding for this project and in-kind donations have been made along with \$20,000 from Metropolitan Water District and \$3,000 from the Toro Foundation. This project won't start until January, 2007.

Director Lewinger stated he supported the use of the funds for the irrigation project but would like it to be in the form of a loan from the reserves so funding from outside sources can be obtained. He doesn't want staff to stop trying to

get outside funding but that money can be put back into the reserves and Ms. Eberhardt can come back with more items for its use. He is not trying to set precedent; this is just for this project.

Director Robak stated irrigation is a big focus for the garden and inquired what information is available now in the absence of this exhibit.

Mr. Schultz stated there are several pieces of literature that can be handed out and he personally speaks with many visitors to the Garden about irrigation systems.

Alternate Director Jaeschke stated nothing should be prepared until after the Conservation Summit so it can be determined who might volunteer to be involved in the preparation of this type of literature. She suggested a report at the next meeting.

A Motion was made by Director Lewinger, seconded by Director Perri, and unanimously carried, to use funds from the reserve to fund the irrigation exhibit and place any outside funds received into the reserve fund.

8. A Motion was made by Director Lewinger, seconded by Director Perri, and unanimously carried, to approve the establishment of pay for two weeks of jury duty service for all Garden employees at their Regular pay rates.

DISCUSSION ITEMS:

A. Executive Director Eberhardt stated the Garden is considering a family-oriented holiday music program and is requesting the Board member's opinions on Christmas carols.

Director Perri stated the College has had complaints about this sort of thing and would probably get the phone calls about the Garden. She would like to get a legal opinion from their attorney and report back to the Board. The Board agreed.

B. Executive Director Eberhardt submitted her report. She reported on the September 21 kickoff event for the Children's Discovery Trail and stated Dr. Perri and Grossmont Cuyamaca Community College District Board President Deanna Weeks will speak. Cuyamaca preschoolers will attend, and 100 preschool administrators have been invite. She reported on the Fire-Wise Landscaping Exhibit which should be completed by the end of the year with an opening date sometime next spring. Work has begun on the Fall Festival which will have a scarecrow contest this year in addition to design advice, irrigation product displays, plant sales, music and children's activities. Ms. Eberhardt reported that she has been chairing the Nifty 50 committee and has been working directly with Metropolitan Water District to try to streamline their efforts to promote California Friendly and Nifty 50 plants in San Diego. She also reported on the publicity the Warren Buckner Cactus Garden received in the Sunday Union Tribune, the annual audit which began August 28, and the \$5,000 received from the Friends of the Garden.

Director Lewinger inquired if the auditor depreciates the plant materials. Suzanne Chambers stated they only depreciate the original investment. Mr. Lewinger stated as plant materials mature, they should be appreciated.

Director Muse inquired if staff had looked into getting the Garden website to come up when individuals google words such as “wedding”. Mike Uhrhammer stated they found out that the Garden would have to pay a certain amount per hit and that it would be very expensive.

Director Robak stated he noticed nurseries that were missing from the Metropolitan list. William Granger stated that would be corrected. Director Robak also asked for a rolling 12 month calendar with the Executive Director’s report.

B. Nora Jaeschke reported on the upcoming Conservation Summit and how it will be an opportunity to get everyone together and how the Garden will be recognized as a research, development, and educational tool. She stated the Friends of the Garden group will be sending out letters requesting donations to members and non-members. A job description for a member agency staff liaison to the Garden was distributed at the meeting. This person will help the Friends group communicate with that staff member’s agency.

Dr. Perri stated this works well at the College and opens up communications. She said the College would be happy to participate.

Director Thompson stated that to aid in communication, the Friends group’s minutes will be distributed at the Garden Board meeting.

Ms. Jaeschke also noted that they are continuing to work with Sycuan and she hopes they can come to the Summit.

C. Treasurer Suzanne Chambers reported on the revised financial reports for the 12 months ended June 30, 2006. These reports included interest earned

from LAIF for the last quarter and the final payroll costs from the County Water Authority. She also reported on the financial reports for the first month of the 2006/07 fiscal year. The cash balance at month end was \$332,150.83. Checks were written totaling \$17,690.68. Total receipts were \$6,046 from unrestricted donations and operating income and \$20,373 from restricted donations and grants. Actual operating expenditures were \$34,837. The balance sheet as of July 31, 2006 shows \$2,407,377.94 in total assets.

D. Director Robak inquired about the service charge from the bank. Ms. Chambers stated that was the charge for the use of credit cards at the gift shop. Mr. Robak asked that that be noted on the financial reports. He also requested that checks to individuals be noted as "reimbursements".

Director Robak also asked if the problems with CMIT Solutions have been resolved. Executive Director Eberhardt stated the technical problem has been resolved but there are still problems with the website.

Director Thompson stated he had given City Councilmember Donna Frye a deck of the Garden cards and she requested 25 decks to sell in their gift shop.

Director Lewinger stated he spoke with County Water Authority Directors Mark Muir and Fern Steiner and was able to explain to their satisfaction that as the Garden gets new members, the percentage of non-agency revenue won't increase. He suggested the Garden have a multi-year goal of 5% per year to achieve a 25% increase in non-agency revenue in five years. This would mean the County Water Authority's commitment of \$100,000 would increase to

\$125,000. Ms. Eberhardt stated she would prepare a staff report for the next meeting.

INFORMATION ITEMS:

A. The Board received and filed the Docent Report for the month of July. Suzanne Chambers stated she will no longer be President of the Docents. Director Robak thanked her for her time and effort in leading such a successful docent program.

The meeting was adjourned at 4:50 p.m.

President

ATTEST:

Secretary

MINUTES OF THE BOARD OF DIRECTORS'
WATER CONSERVATION GARDEN AUTHORITY
REGULAR BOARD MEETING

October 11, 2006

1. President Robak called the meeting to order at 3:30 p.m. at the Water Conservation Garden Multipurpose Room, 12122 Cuyamaca College Drive West, El Cajon, California.

PRESENT:

Director Robak
Director Muse
Director Perri
Director Thompson
Alternate Director Smith
Alternate Director Anderson
Alternate Director Buckner

ABSENT: Directors Dixon and Lewinger

OTHERS PRESENT:

See attached list.

2. A motion was made by Director Muse, seconded by Director Perri, and unanimously carried to approve the agenda as written.

3. Introductions were made.

4. There was no one from the public who wished to address the Board.

5. On motion by Alternate Director Buckner, seconded by Director Robak, and unanimously carried, the following consent calendar was approved.

a) Minutes of Regular Meeting of September 13, 2006.

6. Auditor Greg Villard stated he completed the audit and feels there are adequate controls and that the financial statements present fairly the financial position of the Wa-

ter Conservation Garden Authority as of June 30, 2006. He stated the \$138,562 loss shown on the Cash Flow Statement is misleading and is due to the \$316,825 depreciation. The depreciation will be less next year.

On Motion by Director Perri, seconded by Director Muse, and unanimously carried, the Board approved the Independent Audit for FY 2005/06.

7. President Robak stated with Sweetwater Authority joining the Garden JPA, there will be additional funds available as of January 1, 2007 and it will be necessary to revise the budget. He appointed an ad hoc budget committee consisting of himself, Director Muse, Executive Director Eberhardt and Treasurer Suzanne Chambers.

8. Executive Director Eberhardt stated that Director Lewinger had asked that an item be placed on the agenda to discuss the goal of increasing non-agency operating revenue by 25% over the next five years. The County Water Authority ad hoc conservation committee had requested an estimate of an increasing percentage of outside agency funds generated by non-agency sources over at least a two-year period. This would be very difficult to determine since in any given year there might be additional members or other unpredictable changes that would affect the percentage. Mr. Lewinger suggested an increasing dollar amount for the non-agency operating funds rather than a percentage. Mr. Lewinger has explained this concept to the chair of the conservation ad hoc committee.

Sweetwater Authority General Manager Dennis Bostad stated it seems this is just a goal to motivate and encourage other revenue.

Director Robak stated while he appreciates that the County Water Authority is now the lead agency for the Garden, he has a problem with one person attempting to dictate how this is done. The Garden Board needs to look at the big picture.

Ms. Eberhardt stated she felt it was just an effort to make sure the Garden pursued other sources of income.

Director Thompson suggested this matter be held over until Director Lewinger was in attendance. He pointed out how much non-agency revenue has increased since Ms. Eberhardt was hired.

Director Robak asked Ms. Eberhardt to project this out over the next five years so they have some numbers for the next meeting.

A motion was made by Director Thompson, seconded by Director Robak, and unanimously carried, to table the item until the next meeting.

9. Director Thompson stated that Alternate Director Jaeschke asked him to review the concept of the Friends Group. She feels the agencies involved should have a staff member attend a Friends Group meeting at least once a year so the agencies can keep up to date on how the Friends Group is trying to help the Garden. He stated the liaison could attend as often as their agency would allow.

Director Perri stated once a year would not be enough; she would suggest quarterly attendance.

Mike Uhrhammer suggested those attending send an e-mail update to everyone else to close the communication gap.

Director Robak stated he did not think the job description should refer to the liaison as the "primary" communication link.

A motion was made by Director Muse to approve the job description using an “important” communication link instead of “primary.”

Director Robak stated he thought the Garden Board was to stay an arm’s length away and this seems bureaucratic to him.

A motion was made by Director Robak, seconded by Director Buckner, and carried with Directors Perri and Thompson voting no, to table this item until Alternate Director Jaeschke returns.

Director Anderson left the meeting at 4:00 p.m.

DISCUSSION ITEMS:

A. Executive Director Eberhardt submitted her report. She stated the opening of the children’s exhibits was well attended and generated great publicity. She reported that the Garden had a table at the Water Conservation Summit and Sea World’s Garden Day. She reported that sponsors for the California Friendly Gardening Festival include Metropolitan Water District, First Pacific Bank, Black and Veatch, Hunter Industries and Mountain States Wholesale Nurseries. The County Water Authority funded a water conservation video that includes the Garden. There has been an 85% increase in visitors this September over September of last year.

Director Thompson stated that a teacher told him recently she would like to bring her class to the Garden but they don’t have buses available. It was mentioned that some of the member agencies provide buses for Garden tours.

B. The annual campaign letter just went out from the Friends of the Garden group. There was discussion regarding the use of non-profit bulk mail. It was determined that the Friends Group can use non-profit mail but the Garden cannot send anything using

the Friends Group non-profit mail. The fund raising letter went out first-class to prevent recipients from thinking it's junk mail and throwing it away.

C. Treasurer Suzanne Chambers reported on the financial reports for the second month of FY 06/07. She reported that the cash balance at month-end was \$355,827.26, total operating income was \$80,944 from agency funding and unrestricted donations, actual operating expenditures were \$69,234 , and the balance sheet shows \$2,404,135.34 in total assets.

D. Dr. Perri stated the new Science and Technology building on campus will open soon, a new student center will be opening in about six months, and a planetarium will opening one year.

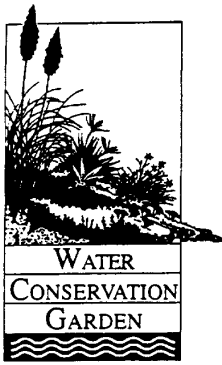
INFORMATION ITEMS:

A. The Board received and filed the Docent Report for the month of August.
The meeting was adjourned at 4:50 p.m.

President

ATTEST:

Secretary



WATER CONSERVATION GARDEN AUTHORITY

MEETING OF OCTOBER 11, 2006

You are not required to register to attend our meeting.

Affiliation	Name	Please ✓
City of San Diego	Fred Thompson	✓
	Nora Jaeschke	
	Jana Vierola	✓
Cuyamaca College	Dr. Geraldine Perri	✓
	Dr. Al Taccone	
Helix Water District	Chuck Muse	✓
	Richard Smith	✓
	John Linden	✓
	Jim Lewanski	✓
	DeAna Verbeke	
	Mark Weston	✓
	Karen Stauffer	✓
	Kate Breece	✓
Otay Water District	Mark Robak	✓
	William Granger	✓
Padre Dam MWD	Jesse Dixon	
	Joel Anderson	✓
	Mike Uhrhammer	✓
SDCWA	Keith Lewinger	
	Warren Buckner	✓
	Vickie Driver	
	Cindy Hanson	✓

WCCA STAFF	Marty Eberhardt	✓
	Don Schultz	✓
	Elizabeth Ramos	
Docents	Suzanne Chambers	✓
Sweetwater	Mitch Beauchamp	✓
	Dennis Bostad	✓

MINUTES OF THE BOARD OF DIRECTORS
WATER CONSERVATION GARDEN AUTHORITY
REGULAR BOARD MEETING

November 8, 2006

1. President Robak called the meeting to order at 3:35 p.m. at the Water Conservation Garden Multipurpose Room, 12122 Cuyamaca College Drive West, El Cajon, California.

PRESENT:

Director Robak
Director Lewinger
Director Muse
Director Perri
Director Thompson
Alternate Director Buckner
Alternate Director Jaesche
Alternate Director Smith

ABSENT: Director Dixon

OTHERS PRESENT:

See attached list.

2. Introductions were made.
3. There was no one from the public who wished to address the Board.
4. On motion by Director Perri, seconded by Director Lewinger, and unanimously carried, the following consent calendar was approved.

- Minutes of Regular Meeting of October 10, 2006.

5. Agency Liaison:

Alternate Director Jaeschke submitted the request to provide agency staff member liaisons at Friends' board meetings and to have a representative from each agency

to attend the Friends's meeting once a year. These representatives would be asked what each agency value about the Garden, what could be changed or improved to increase its value to each agency, and how could each agency collaborate with the Friends' Group to help its goal of supporting the Garden as well as the agency's goals. Her suggestion was to informally set a calendar for each agency to choose a month to attend the Friends' meeting. Her recommendations were to endorse the Staff Liaison Program, to eliminate the need for a JPA Board liaison and, if necessary, to review the articles of incorporation to accommodate such change.

On motion by Director Lewinger, seconded by Director Thompson, and unanimously carried, Alternate Director Jaeschke's recommendations were approved.

6. Non-Agency Operating Funding:

President Robak said this item had been tabled at the last Board Meeting due to the absence of Director Lewinger, who had requested to consider increasing non-agency operating revenue by 25 percent. Director Lewinger stated that some members of the County Water Authority Board would like to see the non-agency revenue increase over time and he would like the Garden to commit to a goal of increasing the non-agency revenue by 25 percent over five years. He thinks that five (5) percent per year is a reasonable expectation. Alternate Director Thompson thinks that a 5 percent increase is very doable. Executive Director Eberhardt said it is important for everyone to know that the Garden is making every effort to raise money from as many sources as possible. There was a discussion regarding marketing approaches for different events that could be held at the Garden to generate income.

A motion was made by Director Lewinger, seconded by Director Thompson, and unanimously carried, to increase non-agency operating funds by 25 percent over the next five years.

7. Budget Revision:

Executive Director Eberhardt presented the recommendations of the mid-year budget review committee. She explained to the board the need for more staff time and more funds for the maintenance budget. She suggested the creation of a non-benefited, part-time volunteer coordinator, who would also be involved in children's programs. She also proposed to increase the hours for the part-time landscape technician from 8 to 16 hours per week. Extra funds are also needed for redesigning the Web Site, legal costs, membership expenses, and small contingencies. In summary, the revised budget projections for January-June 2007 amount to a total of \$29,870.00. Director Lewinger expressed his disagreement with a contingency line item in the budget. Eberhardt explained that it is shown in the budget not as a contingency, but as an operating excess.

A motion was made by Director Perri, seconded by Director Muse, and unanimously carried, to approve the revised budget projections for January-June 2007 submitted by the budget committee.

DISCUSSION ITEMS

A. Executive Director's Report:

Executive Director Eberhardt submitted her report. She noted that the California-Friendly Gardening Festival had received positive comments from those in attendance, although she had been slightly disappointed in the turn-out. She thinks this might be due to the fact that almost every weekend during the fall there is a non-profit plant sale.

She and her staff believe that the attendance would be greater if the festival would take place during the first week in October. Other than that, it was a very successful event and the Garden netted about \$6,500. She also reported that the irrigation exhibit will probably start in February. No major upcoming events are scheduled until spring. The California-Friendly Plant Sale will take place in March and the opening of the Fire-wise Garden in April. She is planning to have the opening of the Bird and Butterfly Garden right before the Spring Garden Festival. Other events planned, but not confirmed yet, are the Docent and Volunteer Recognition dinner in June, the Friends Old and New Party in July, and also in July the Irrigation Exhibit Opening.

Director Perri asked about the Earth Fair and suggested that the Garden events do not interfere with the fair.

B. Friends' Group Report:

Alternate Director Jaeschke pointed out the importance of the Conservation Garden within the community and especially within water agencies in the County. The members of the Friends' group are working hard to expand the Board of Directors. They are looking for people with expertise in different areas to increase their accomplishments and she would appreciate any help from the members of the Garden by suggesting/naming good candidates. She commented that the first annual Water Conservation Summit had been a success. A committee meeting of the group has been scheduled for the 27th of November at 10:00 a.m. at the County Water Authority with the intent to structure the organization. The group's goal is to get more financial help for conservation and the strategies introduced at the Summit are designed to produce 100,000 acre-feet per year.

The Friends' group has obtained \$4,775 more from the annual campaign, in addition to the \$10,000 commitment.

C. Financial Statements:

Treasurer Suzanne Chambers submitted the financial reports for the third month of FY 06/07. She noted the new format of these reports and said that her final goal is to produce financial statements that come off the general ledger software. She reported that the cash balance at month-end was \$336,000 and the cash disbursements for the month were \$49,720. The Operating Budget vs Actual Report showed that the operating income for the first quarter was \$110,313 while the operating expenses were \$103,000, with a surplus of \$17,800, which is more than had been expected. The balance sheet showed \$2,359,099 in total assets.

Director Thompson enquired about investment options and Treasurer Chambers answered that funds are invested in LAIF for the security that it offers.

D. Board Comments:

Director Lewinger asked Executive Director Eberhardt to report, maybe every other month, on the dollar figure for volunteer hours. He commented on his recent vacation trip to Philadelphia and his visit to Longwood Gardens. He suggested that the Conservation Garden provide secluded areas for visitors to sit and enjoy the surroundings.

Director Perri said she had just returned from a trip to Italy that included visits to Tuscany, Florence, Rome, etc.

Director Robak suggested that the Form 700 be handled by or coordinated with each agency's board secretary. He also commented that he had attended the Califor-

nia-Friendly Gardening Festival and thought that it went very well and had a steady flow of attendees. He asked Executive Director Eberhardt to check into having the East County Chamber hold a mixer event at the Garden. He also suggested to improve the Garden's flyers by making them in color.

Director Thompson cautioned about investing too much money in advertising for the purpose of gaining money.

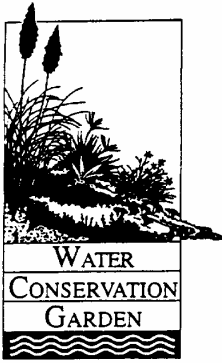
INFORMATION ITEMS:

The Board received and filed the Docent Report for the month of September. The meeting was adjourned at 4:58 p.m.

President

ATTEST:

Secretary



WATER CONSERVATION GARDEN AUTHORITY

MEETING OF NOVEMBER 8, 2006

You are not required to register to attend our meeting.

Affiliation	Name	Please ✓
City of San Diego	Fred Thompson	✓
	Nora Jaeschke	✓
	Jana Vierola	✓
Cuyamaca College	Dr. Geraldine Perri	✓
	Dr. Al Taccone	
Helix Water District	Chuck Muse	✓
	Richard Smith	✓
	John Linden	✓
	Jim Lewanski	
	DeAna Verbeke	
	Mark Weston	
	Karen Stauffer	✓
	Kate Breece	✓
Otay Water District	Mark Robak	✓
	William Granger	✓
Padre Dam MWD	Jesse Dixon	
	Joel Anderson	
	Mike Uhrhammer	
SDCWA	Keith Lewinger	✓
	Warren Buckner	✓
	Vickie Driver	
	Cindy Hanson	✓

WCCA STAFF	Marty Eberhardt	✓
	Don Schultz	✓
	Elizabeth Ramos	
Docents	Suzanne Chambers	✓
Sweetwater	Mitch Beauchamp	
	Dennis Bostad	✓
	Jim Alkire	✓