

***VETERAN'S MEMORIAL GARDEN ADVISORY BOARD MINUTES
FOR December 14, 2018 MEETING***

Advisory Council present: Ron Lechner, Chair; Diane Bartels, Claude Frerichs, William Jackson, Brendan Moore, Mark Orr, Melissa Wilkerson

Advisory Council absent: Bill Bowman and Jim Gordon

Ex-Officios present: Lynn Johnson, Sara Hartzell, Chris Myers, Shawn Quinn, David Ross, Maggie Stuckey, J.J. Yost

Ex-Officios absent: none

Call to Order:

Lechner, Chair, called the meeting to order at 7:03 a.m. A “roll call” attendance was read. All stood to recite the Pledge of Allegiance. The Open Meeting act was noted. Lechner introduced our guest, Joe Brownell, Jocelyn Golden, and Dina Hahn. Maggie and Dina are with the Parks Foundation.

Diane made a correction to the September 14th minutes, Mark Orr made a motion to accept the minutes as corrected, Jackson seconded, voted, approved.

Public Comments: none

Committees:

Finance: Maggie shared a financial report showing that in 2017 we sold 59 bricks and in 2018 we sold 63 bricks. \$10.00 per brick will be transferred next week into the program account. Ron asked if \$2,500 was transferred in either 2017 or 2018 and was told no. Maggie said she wasn't authorized to transfer the funds. Lynn shared that this item was further down on the agenda for today. So far in 2018 a total of 49 bricks have been sold.

Mark stated that a fourth account should have been set up for donations to Vets. If donation specified where the money is to go that is fine but otherwise money goes to the general fund. Maggie will check.

Maggie said the 911 monument account still has \$48,000 available, Lynn remarked that is set aside for continued addition of names. The Doolittle monument has funds and Lynn suggested that be moved to an endowment account for the monument.

Proposed Budget: JJ Yost stated that staff will be conducted an assessment of existing trees and shrubs prior to the next quarterly meeting scheduled for March, 2019. New/replacement plantings will be covered with CIP funds. Memorial monuments identified as priority A in the assessment for restoration conducted by Jensen Conservation, have now been completed. Our intent is to complete approximately half of the monuments identified as priority B in 2019 using CIP funds.

\$2,400 was budgeted for restoration of the entrance archway; however, Mark was advised not to reinstall the dislodged placards. An alternative to the placards that involves larger engraved panels will be explored by staff. Brice commented that the rock in front of the Burma memorial may be a trip hazard (liability) and recommend relocation. Staff will investigate.

The budget for 2019 Events was reviewed. At this time, the funding provided by the Bricks is not covering the cost of event programming. This is not the first time this has happened and at one time it was suggested that some funding (\$2,500) be transferred to the Event budget in order to cover the shortfall. However, this was

meant to be a one-time transfer, not ongoing. In order to proceed with the events budget as proposed, additional funding will have to be identified.

Mark made a motion to accept the budget, Diane seconded, unanimous approval.

The \$2,500 fund transfer previously mentioned was discussed, however, action was not taken to make that transfer, and it was suggested the VMGAC should take action. Jackson moved and Orr seconded that the \$2,500 in funds should be transferred, unanimous approval.

\$11,224 will be transferred from the bricks account to the endowment account. Dr. Jackson made motion to approve, Mark seconded, unanimous approval.

Events Committee:

The list of events for 2019 was reviewed by the committee. One event discussed was the Patriot Day event. The City and State coordinate an event on the Capitol steps each year. The discussion was whether the VMGAC event might be coordinated with this? VMGAC members felt the wreath was a nice touch this past year and it was decided that an event would be coordinated where a wreath might travel from the ceremony at the capitol to be placed in the Garden. The ceremony could then be simplified so as not to be repetitive of what is done at the Capitol.

Diane asked for suggestions for speakers to be added to the list of possible speakers for the upcoming year.

Melissa asked for a list of all expenses for the 5 events this past year. Maggie will provide that for her.

Executive Committee:

Strategic plan action items; clarified rolls and communications. Hartzell reviewed a document that outlines the roles of the three entities involved in the Garden – the VMGAC, Lincoln Parks and Rec., and the Lincoln Parks Foundation. This is in an effort to respond to the VMGAC's request for clarification and to provide a document that will help new members as they come on. The document also identifies the staff contact for each of the subcommittees and for any questions or needs that may arise. Hartzell asked the group to please review and share any comment they might have. Hartzell asked to be included on all correspondence that each committee has so she may be aware of all plans since she is the primary contact for Parks and Recreation. She also reminded all to watch how many people attend discussion groups to make sure Open Meetings Act requirements are met. The pending election of new officers was moved to March.

Hartzell shared that the next item she will be bringing to the group will be a sort of handbook for planning events in the Garden. Included will be a list of contacts for clergy, color guard, music, speakers, etc... Several of the members said they had contact information they would be willing to share.

Facilities:

JJ stated that 10 trees were installed this fall and some shrubs should be replaced. An assessment of all shrubs and remaining trees will be done in February to bring to the March meeting. JJ also noted that the brick holders need to be sealed. He will get quotes. Maggie said that a brick order was placed in October and the bricks have arrived and look awesome!

Other Business:

Lynn stated that the Mayor asks Boards to represent and reflect the Community they represent. The Department has done a review of all boards that it staffs and has assessed the degree to which the demographics of the City are being reflected, both in racial and gender factors. The Department also has a

desire to bring in more community members and young people to increase public involvement in the decision making of the Department.

The next meeting will be Friday, March 8, 2019 at **7:00 a.m.** at the Antelope enclosed shelter. Please note the new time.

Adjourn: Meeting adjourned at 8:05 a.m.

Respectfully submitted:

Janet Ball, Recording Secretary

Ron Lechner, Chairman