

Saint John' Arboretum Advisory Council
Planning Meeting
Saturday, September 8, 2001

Present: John Geissler, Dorothy Johnson, Tom Kroll, Fr. John Kulas, Linda Marrin, Ron Wienhold, Larry Schwietz, Amy Schwietz, Elizabeth Sim, David Morreim, Carol Marrin, Linda Mock

Fr. John Kulas began the meeting with prayer.

Tom Kroll opened the meeting. He explained that the duties of his position are designated 1/3 Director of Arboretum, 1/3 Land Management, 1/3 public relations and consultation services to adjoining neighbors.

The purpose of this meeting is to identify proposed projects for the upcoming year, to identify specific projects to be completed this year, and to lay out possible projects for next year. All ideas will be reviewed at the 7 November 2001 council meeting.

Meeting participants were asked to keep the vision and mission statements (as follow) in mind as they proceed with the planning session.

Saint John's Arboretum celebrates and preserves the unique beauty and richness of God's creation in Central Minnesota, fostering the Benedictine tradition of land stewardship, education, and environmental respect.

The Saint John's Arboretum mission is to preserve the native plant and wildlife communities of the Arboretum lands; sustain the evolving non-native environment of the campus; provide opportunities for education and research; model practices of sustainable land use; and make accessible a natural environment which invites spiritual renewal.

John Geissler reported the following actions and upcoming activities as they pertain to those outlined in Appendix A.

Education

CSB/SJU is currently offering a minor in Environmental Studies.

Beginning fall, 2000 through spring, 2001 approximately 1,600 K-12 students have visited and/or used the Arboretum.

This summer approximately 1,200 children from the summer camps and several adult groups have toured the Arboretum.

The Arboretum website, www.csbsju.edu/arboretum now has a virtual tour of the prairie, wetlands, and woodlands. This site lists over 200 plants, with pictures of some plants included. Pictures will continue to be loaded onto the site, as they are available.

The student Arboretum Club will be helping with the fall controlled burn and the Timberdash run.

We expect to separate the educational committee work into three groups – K-12, CSB/SJU, and Community.

The tour programs are being reviewed with the thought of establishing three different tours – the prairie, the wetland, and the woodland.

Land Management

A fall burn is planned in the Oak Savanna area. After the burn, 5 acres will be planted with grasses and wildflowers.

Work will continue on the boardwalk trail in the woodland area.

A guest book has been put out at the Prairie Kiosk. Several people have signed the book, some from Italy and Ireland to name a few.

We would like to add a magnetic map board to the Kiosk. This board would indicate specific interest items as they change.

The Green Certification is in progress.

Public Relations

Currently distributing a quarterly newsletter.

News releases to Central Minnesota are currently produced for special events.

Membership

The goal is to keep original members, encourage current members to be active, and to solicit new members.

The staff is in the process of altering the way membership is handled; membership database responsibility is tentatively slated to be shared with Advancement Services as they have more sophisticated capabilities.

Volunteer Management/Administration

Continue staff development.

Develop volunteer program.

Seek office and storage space to match staffing needs.

Fundraising

Discussed developing and implementing fundraising events.

Dorothy Johnson outlined proposed committee changes: PR/Membership, Fundraising, Land Management, K-12 Education, CSB/SJU Education, Community Education, Volunteer Management/Administration.

Break-out Groups

2 sessions of Break-out groups followed.

The choices for the first session were: K-12/CSB/SJU Education, Land Management, or Public Relations/Membership.

The choices for the second session were: Volunteer Management/Administration, Fundraising, or Community Education.

After lunch the groups came back together to report the results of their break-out sessions.

Each group reported 3 or 4 goals/objectives they thought should be focused on during the coming 6-24 months.

Volunteer Management/Administration

1. Develop a Volunteer Database.
2. Identify and designate a Volunteer Coordinator.
3. Setup a volunteer management process.
4. Develop a recognition program for Volunteers and Major Donors.

Public Relations/Membership

1. Define a target group.

2. Develop member benefits, including member incentives and promotional plan; develop and define group memberships plan.
3. Set membership goal.

Fundraising

1. Develop fundraising package.
2. Retain members at an 80% member renewal.
3. Design an Arboretum logo.

Education (K-12, CSB/SJU)

1. Put together enough traveling trunks to serve the entire district.
2. Obtain school bus funding.
3. Website update –pre and post visit curriculum for teachers.

Education (Community)

1. Develop chapel walk.
2. Participate in Maple Syrup project.
3. Habitat Brochures.

Land Management

1. Pine knoll meditation garden.
2. Repair chapel trail.
3. GIS system – adopt an information system.
4. Woodland fern and flower garden.
5. Historic Garden Project—vegetable garden.
6. Redo trail map (the Boardwalk is not included).

The actions were reviewed to combine any that were overlapping.

The staff is currently doing the chapel trail repair, GIS system, all the items listed in Education (K-12, CSB/SJU) and the first three goals of Volunteer Management/Administration.

A discussion followed about which committees members were interested in serving on and possible project resource people.

The Saint John's Arboretum Advisory Council Membership Application was distributed to newly invited parties.

The following clarification about committee membership was made: an individual can be a committee member and not be a member of the Advisory Council; however, an Advisory Council Member does have to be on a committee.

Proposed schedule of Advisory Council Meetings. Meetings begin at 2:00 p.m.

November 7, 2001

February 6, 2002

May 1, 2002

August 7, 2002 (retreat)

November 6, 2002

Submitted by Linda Mock w/some alterations by Elizabeth Sim.