

**Minutes of Saint John's Arboretum Advisory Council Meeting**  
**Monday, April 16, 2007**  
**Abbey Guesthouse Scholastica Conference Room,**  
**Saint John's Abbey and University**

Council Members:

**Present:** Terri Barreiro, Chuck Wocken, Steve Saupe, Alison Binsfeld, Scott Daninger, Kari Dombrowski, Bob Russell, Sarah Gainey, Tom Kroll, John Kulas, O.S.B., Tom Wicks, Bruce Wollmering, O.S.B.,

**Absent:** Tom Haeg, Stephanie O'Keefe, Janette Monear, Larry Schwietz, Kathryn Sinner (CSB Senate), Michael Swanberg (SJU Senate), Mike Brown, Bruce Dickau,

**Guests:** Jim Dwyer, Br. Linus

The meeting was called to order at approximately 1:20 p.m.

### **Welcome and Introductions**

Fr. John Kulas, O.S.B. opened the meeting with a prayer. Everyone then introduced themselves and Tom gave an overview of the topics for the meeting. Tom also reminded the council that the year 2007 marked the 10<sup>th</sup> anniversary of the Arboretum.

### **Review of FY 07 Goals and Accomplishments to Date**

Sarah provided an overview of the goals and accomplishments listed in the FY 2007 work plan.

#### *Physical and Human Resources*

Discussions for new building with campus organizations are currently ongoing. A review of the Strategic Plan for 2005-10 (AAC) is scheduled for the December 2007 or February 2008 AAC meeting.

#### *Finances*

The Arboretum has submitted a grant for \$10,000 from Excel to fund an energy education workshop and to supplement bussing costs in 2008. Arboretum staff along with Alison and Steve Saupe met with Terri Barreiro recently to discuss long term funding goals for the Arboretum. The most immediate financial need is buss funding for the 2007-2008 school year.

#### *Education*

##### *Prek-12*

- Despite the cold weather several winter classes on animal tracks and signs were held over the winter.
- A project Wet/Wild environmental education class had a nice turn out of adults and students interested in teaching others.

##### *CSB/SJU*

- Plans to develop an Arboretum sponsored club on campus fell through, but an alternative plan to develop a campus organization based on the same concept has been put into motion.
- Steve D. has coordinated a series of events to commemorate earth week with a variety of campus organizations.

## *Community*

- A maple syrup day devoted entirely to scout groups was planned for March 25<sup>th</sup>, but unfortunately was cancelled due to the weather.
- A grant has been developed to fund a half-day summer camp for Girl Scouts.
- Sarah and Steve D. offered a Minnesota Master Naturalist class, a 50+ hour training program, to local adults. The committee felt that this was a good investment of time and money and that it built a good volunteer base within the community.

## *Stewardship*

Tom announced that Saint John's Abbey and Saint John's University will be officially splitting into separate institutions. Br. Benedict feels that this change will not be reflected in the day to day operations of the Arboretum. Arboretum functions would likely fall under the University's direction while land management would be upheld by the Abbey. The management of the trail system could possibly still be owned by the Abbey but sponsored by the University as well.

## *Memberships*

Melissa presented her research findings on offering business memberships. Most institutions offer five donation levels, each with increasing levels of benefits. The most frequent benefits often included name/logo recognition within newsletters, recognition within annual reports, recognition on websites and free memberships/passes for employees. Melissa and the next Office Coordinator Fellow will develop a full proposal for offering business memberships to present at the next council meeting.

## **December 2006 Open House Update**

Sarah Gainey asked for comments and suggestions regarding the most recent Open House event. Kari, along with several other council members, commented on the good atmosphere present at the open house and felt that it went off well. Alison felt that too many silent auction items were offered and the committee agreed that next year a donation deadline would be determined. Another suggestion for reducing the number of silent auction items was to ask for monetary donations that could then be used to buy specific, interesting items.

## **Stella Maris Chapel Update**

Br. Linus Ascheman gave a PowerPoint presentation on the proposed updates to the Stella Maris Chapel. All updates would be made in such a way as to keep facility maintenance at a minimum. Updates would include installing a tile floor within the chapel, removal of the permanent alter and the introduction of a movable, storable replacement, decreased stone buttresses on the side of the building, etc. Restorations are hoped to be completed by June 23<sup>rd</sup>, 2007.

## **Fundraising Update**

Tom Kroll announced the temporary hiring of a Grant Writer in collaboration with Institutional Advancement. Mary Kroll, Tom's wife, was granted the position for her previous grant-writing experience, close connection with the Arboretum **and her low monetary requirements (?)**. Mary updated the existing membership renewal letters to reflect the organizations anniversary status and included a request for additional donations to help celebrate that achievement. Tom estimates that membership donations have increased approximately 15-20% since the change first came into effect.

## **Institutional Advancement Updates**

Jim Dwyer updated the council on the status of Arboretum interests within Institutional Advancement (IA). A substantial will provision was secured from (?). It was suggested by several council members that sending him a bottle of Saint John's maple syrup would be looked favorably upon. IA is also pursuing possible investments by a fellow in California as well as two other interested donors.

## **10<sup>th</sup> Anniversary Discussion**

Sarah announced that the official 10<sup>th</sup> anniversary of the Arboretum would be on May 9<sup>th</sup>, 2007. A small ice cream social is planned to commemorate the day. Sarah suggested holding a larger party to include all members and associated individuals for later in the summer and opened discussion for the style, time and placement of said party. General suggestions include having a potluck dinner, making the social a family friendly event, holding it on a weekday, and holding tours of the land. Alison, Scott, Kari and Steve Saupe volunteered to help organize the event.

## **Chapel Trail Bridge Proposal and Repair of Boardwalk**

Tom shared that a bid for the proposed new Chapel Trail Bridge was given at \$40,000 and a bid for repairing the boardwalk system was also given at \$40,000. Tom has been looking into using old army pontoons for the boardwalk, which could be bought at a reduced price.

## **Budget and goals for FY 2008**

A review of the proposed FY 2008 budget revealed a deficit in bussing funding. Mary Kroll will be asked to look into possible sources of revenue to support that area. Sarah suggested that additional funding for renovating teaching trunks would also be appreciated. Alison suggested asking ISD #742 for project funding but Kari felt confident that none would be available. Fr. Bruce moved to endorse the budget and Steve Saupe seconded the motion. The motion passed unanimously.

## **Domesticated Animals on Campus**

Fr. Bruce moved to have the Arboretum Council officially ask Abbot John to require the abbey dog Ashley to be required to wear a service jacket if not on a leash. Tom Wicks seconded the motion. After much discussion Alison moved to amend the motion to ask for clarification on dog rules on campus, including the abbey dogs. Fr. Bruce accepted the amendment. The motion passed unanimously. Tom volunteered to talk to Abbot John about the issue.

## **Additional Business**

Alison suggested that the Arboretum look into engaging another school district in a contract similar to that held with ISD #742. Sarah suggested either Albany or Avon as the Arboretum has contacts within the staff at those schools.

The meeting was adjourned at approximately 5:10 p.m.

Submitted by,

Melissa Holm