

**Arboretum Associates Board Meeting**  
Monday, February 10, 2025  
Stillinger Herbarium – Mines Building Room 116

Present: Paul Warnick, Erik Anderson, Harriet Hughes, Nancy Sprague, Kris Roby, Julie Miller, Kai Battenberg, Frank Clarke, Kat Clancy, Yvonne Barkley, Lucy Falcy

Absent: Nancy Zabriskie

Guests: Craig Carson, Director of Grounds

The meeting was called to order at 5:40pm after a tour of the Stillinger Herbarium led by Kai.

**Approval of Minutes**

It was moved and seconded to approve the minutes of the January 13, 2025 meeting. Motion passed.

**Transition (Horticulturalist/Superintendent Position)**

Erik and Yvonne completed search training and the search is in process. The first review will be done soon by the Search Committee. Erik provided updates on recent changes at the Foundation. The Foundation will be moving the Arboretum's gift accounts to Facilities and transitioning financial transactions to Facilities. Rusty Vineyard had scheduled a meeting with Linda Campos, Chief Financial Officer for the UI Foundation and Lodi Price, Fiscal Director at Facilities, along with Erik, Yvonne, and Craig Carson, to discuss this. The meeting will be re-scheduled. Lodi Price will be the new contact for the use of Arboretum funds.

**Annual Meeting**

Erik reported that the Marketing Team met and planned the promotion activities for this event. Kat displayed the draft postcard invitation she created with her artwork which will be mailed to all members in late March. Lucy suggested that the invitation include a brief description of the program. Kat will send out a proof of the postcard to board members before it is mailed out. Frank will connect with someone in Development who can assist with creating a mailing list. Kat checked on options for providing alcoholic beverages at the 1912 Center. It was decided to offer a no-host bar, along with appetizers. Lucy volunteered to create a poster about the annual meeting for the kiosks. Save the date messages will be posted on Facebook and Instagram in early March.

**Board Member Terms**

Erik provided a handout with current board member terms. He announced that Kat will be stepping down in April, but will continue to help with marketing. Julie has also decided to step down after the Annual Meeting. Frank will be stepping down as Treasurer, but has agreed to stay on until after the plant sale in May. Erik announced that he is willing to serve one more year as president at this point. A recent posting in the UI Daily Register seeking new board

members resulted in three responses. The board reviewed the three candidates. Julie moved that we accept two of the candidates, Kali Armitage and Madyson Cessnun, subject to the formal vote at the Annual Meeting. Harriet seconded the motion and all approved. They will be invited to attend the March meeting. Erik will also contact the third candidate, Jared Gibbons, to invite him to attend the March meeting via Zoom, to discuss how he might be able to contribute to the board remotely from eastern Idaho.

### **Plant Sale**

Paul announced that the annual plants ordered will arrive the week of March 17. A planting party is tentatively scheduled for the weekend of March 22-23. The date will be decided at the March board meeting. He plans to order more perennials, but it was agreed to hold off on ordering woody plants for this year's sale.

### **Bukvich Concert Site Project**

Paul noted that Dan would like to meet with him. The dedication ceremony for the concert site is scheduled for Tuesday, May 6, as part of the UI Renfrew Colloquium series. Kris offered to check with Kenton Bird for more details on this event. Kris reported that \$12,500 has been raised in donations for this project to date.

### **Strategic Planning**

Yvonne presented three options for the strategic planning schedule for the Arboretum Associates. The consensus was to accept Option Three which would start in the fall of 2025 and finish before the April 2026 meeting. This option will include the new board members and new horticulturist. Kai offered to help Yvonne with the worksheets for the planning process.

### **New Business**

Erik discussed Nancy's request to transfer the Arboretum brochure distribution process to the Marketing Team. Brochures are primarily provided to the Moscow Chamber of Commerce and large hotels, such as the Best Western on a regular basis. Paul offered space at Facilities to store the box of Arboretum brochures, if needed.

### **Arboreta Updates**

Lucy has made great progress in updating the Arboretum database. It will be posted this week. She has produced lots of labels with the current plant family names and will install those when warmer weather arrives.

Meeting adjourned at 6:40pm.

**Next meeting:** Monday, March 10, 2025 at the UI Facilities Large Conference Room