Presented by: The Manager
Introduced: 12/11/2006
Drafted by: J.W. Hartle

# RESOLUTION OF THE CITY AND BOROUGH OF JUNEAU, ALASKA

## Serial No. 2377

**A Resolution Establishing the Jensen-Olson Arboretum Advisory Board.**

WHEREAS, the City and Borough has received a generous bequest from the Estate of Caroline Jensen; and

WHEREAS, it was Ms. Jensen's intent that the bequest be used for certain enumerated arboretum purposes, as specified in the Administrative Agreement Concerning the Jensen-Olson Arboretum between Caroline Jensen and the City and Borough of Juneau, dated September 30, 1993; and

WHEREAS, it is important that the City and Borough honor Ms. Jensen's intentions in making this gift and carefully oversee the stewardship of Ms. Jensen's gift, as well as the gifts of future donors, so that all donors to the Jensen-Olson Arboretum may be assured that their gifts will be used for their intended purposes, and for the benefit of the Arboretum and the public; and

WHEREAS, the Assembly expresses its gratitude for the generosity of Ms. Jensen.

NOW, THEREFORE, BE IT RESOLVED BY THE ASSEMBLY OF THE CITY AND BOROUGH OF JUNEAU, ALASKA:

**Section 1. Jensen-Olson Arboretum Advisory Board Established.** There is established a board of nine persons, which shall be known as the Jensen-Olson Arboretum Advisory Board.

(a) The Assembly shall appoint members of the board to three-year terms. To the extent practicable, one shall be a representative of the horticulture or botanical community, two shall be representatives of the financial community, one shall be a representative from Discovery Southeast, one shall be a working artist, one shall be a representative of the Southeast Alaska Land Trust, one shall be the Superintendent of the Juneau School District or designee, and two shall be representatives of the public.

(b) The presence of five members of the board shall be required for a quorum.

(c) The board shall elect a chair from its members for a three-year term.

(d) A member chosen to fill a vacancy other than by expiration of a term shall be appointed for the unexpired term of the member whom he or she is to succeed. A member of the board shall be eligible for reappointment.

**Section 2. Board Purpose.** The Arboretum Advisory Board will advise on the Arboretum's guiding vision as provided by Caroline Jensen:

> "The vision of the Arboretum is to provide the people of Juneau a place that both teaches and inspires learning in horticulture, natural sciences, and landscaping; to preserve the beauty of the landscape for pure aesthetic enjoyment; to maintain the historic and cultural context of the place and its people."

The board shall advise and assist the Director of Parks and Recreation on issues including, but not limited to, capital campaigns and fundraising, and programmatic direction consistent with the guiding vision above.

**Section 3. Endowment Subcommittee Established.** A three member Endowment Subcommittee shall be established from the Arboretum Advisory Board consisting of one of the financial community members, the member from the horticultural/botanical community, and one of the public members. The presence of all members of the subcommittee shall be required for a quorum and any action of the subcommittee shall require at least two affirmative votes.

**Section 4. Endowment Subcommittee Purpose.**

(a) The Endowment Subcommittee shall advise and make recommendations to the Director of Parks and Recreation and the board regarding the Jensen-Olson Arboretum Endowment Fund, which shall comprise all gifts and donations designated for the Endowment Fund bequeathed to the City and Borough by Caroline Jensen.

(b) Endowment Fund monies shall be maintained in a trust account managed by the Finance Department in accordance with CBJ 57.05.040, for the purpose of augmenting the Arboretum's budget and not supplanting normal operational funds.

(c) The Endowment Fund will be managed with the intent to preserve the principal, including the use of interest income to protect the value of the principal from devaluation due to inflation. The board shall advise the Parks and Recreation Director annually whether and how much of the income it recommends be expended each year for the benefit of the Arboretum and to accomplish the goals of the September 30, 1993, Administrative Agreement Concerning the Jensen-Olson Arboretum.

**Section 5. Regular Meetings.** The Arboretum Advisory Board shall meet at least quarterly. The Endowment Subcommittee shall meet at least twice per year.

**Section 6. Board Rules and Procedures.** The board's procedure shall be governed by Robert's Rules of Order except where superceded by the Advisory Board Rules of Procedure, as such may be amended from time to time.

**Section 7. Deposit of Bequest.** The bequest from Caroline Jensen shall be deposited in the Endowment Fund for use in accordance with this resolution and subject to the restrictions of the bequest and the Administrative Agreement Concerning the Jensen-Olsen Arboretum.

**Section 8. Effective Date.** This resolution shall be effective immediately upon adoption.

Adopted this 11th day of December, 2006.

Bruce Botelho, Mayor

Attest:

Laurie J. Sica, Clerk