

Dean Fund Committee Meeting
February 8, 2011
Wheeler Center
4251 Stone School Rd., Ann Arbor
MINUTES

Members Present: Warren Attarian, John Bassett, Jane Imonen, Bonnie Ion, John Remsberg

Members Absent: Merrill Dudley and Al Gallup

Staff Present: Kerry Gray and Kay Sicheneder

John Bassett called the meeting to order at 9:05 a.m.

Action Items #1 and 2: Approve February Agenda and January Meeting minutes.

Mr. Bassett motioned to accept the January meeting minutes and February agenda and **Jane Imonen** seconded. Committee unanimously approved the January meeting minutes and February agenda with changes.

Discussion Item #2: Dean Fund 50th Anniversary Celebration- Bonnie Ion

The 50th Anniversary of the Elizabeth Dean Fund is 2014. **Bonnie Ion** would like to combine the Dean Fund celebration with another event like Home Grown, Garden Clubs, etc. Other ideas discussed: tour of Dean Fund trees that have been planted (walking tour?), presentation on Elizabeth Dean Fund's life and work.

Ms. Ion also discussed the possibility of the Dean Fund Committee spearheading an "America in Bloom" application as part of the 50th Anniversary celebration. She will bring in a copy of the "America in Bloom" application to the April meeting.

Information Item #1: Budget

Kerry Gray provided the recent budget report and a summary of the financial information. The Committee liked the summary and asked if it could be provided for each meeting.

Mr. Attarian requested that **Ms. Gray** contact the City Treasurer, Matt Horning, to find out if there are any issues with the Dean Fund maintaining a large balance in the City pool of investments.

Information Item #3: Rejuvenation Project- Granger, Brooklyn and Martin Place- Kay Sicheneder

Kay Sicheneder and **Ms. Gray** visited Martin Place and Brooklyn to assess the trees in the neighborhood for tree removal, stump removal, trimming and/or planting needs. **Ms. Sicheneder** will start work on Martin Place and then will move on to Brooklyn. If there is money remaining in the budget than work will continue on Granger. The DFC will pay for the trimming and tree removals and the City's Stormwater utility fund will pay for stump removal and tree planting.

Discussion Item #1: Dean Fund FY12 and FY13 Budget

The City Treasurer **Mr. Horning**, has projected the Dean Fund budget for FY12 and FY13 to be \$50,000 per year; this is approximately \$25,000 lower than in previous years.

Committee discussed options for the FY12 and FY13 budgets using the interest income budget of \$50,000 and fund balance from the City pool of investments to increase budget. **Mr. Bassett** provided the following **motion** for the FY12 and FY13 budget:

FY12 Budget: Total of \$85,000- with \$50,000 from interest income and \$35,000 from fund balance in the City pool of investments

FY13 Budget: Total of \$80,000- with \$50,000 from interest income and \$30,000 from fund balance in the City pool of investments

With **Ms. Sicheneder** allocating money in each category (i.e. tree trimming, removals, planting, post planting care) similar to how money was spent in FY11.

Warren Attarain seconded. Committee unanimously approved.

Discussion Item #3: Points of Policy and Procedure

The Committee reviewed the proposed changes to the Points of Policy and Procedure that **Mr. Attrian** suggested. The proposed changes were:

5. **Decision-making:** A majority vote of the whole committee (4 out of 7) is required for official passage of financial or budgetary item, project proposal or other DFC-endorsed business. Proxy votes are not permitted. Project proposals must be distributed to all DFC members (via email or by other means) at least one week before being discussed at a DFC meeting.

Mr. Attrian motioned to accept changes to #5. **Ms. Ion seconded.** Committee unanimously approved.

8. **Minimum DFC meetings per year:** Six meetings per year, with one reserved for viewing actual project sites in the field, and at least one reserved for reviewing the DFC annual operating budget ~~before it goes to City Council.~~ **in January/February.**

Discussion occurred about change to #8. The above statement includes the changes (strike out and additions) that were proposed. **Mr. Attrian motioned** to accept changes to #8 as discussed during meeting. **Mr. Bassett seconded.** Committee unanimously approved.

Final approval of the Points of Policy and Procedure will be at the April 12 meeting.

Discussion Item #4: Honoring Don Gray's service on the DFC

Ms. Ion will ask Don Gray if/how he would like to be recognized for his years of service.

Other Items:

None

Next Meeting, Tuesday, April 12, 2012

--Final approval of Points of Policy and Procedure

Current FY 2011 Approved Projects

Project Name	Approved Amount*
Tree Watering & Post Planting Care (temp employees)	\$7,500
Planting Crabapples- Vet's Park (cost TBD in motion)	\$10,000 (estimate)
Arrowwood Hills Cooperative	\$6,000
Washtenaw Ave (Huron Pkwy to Yost) tree trimming, planting & mulching	\$10,000
Rejuvenation Projects- tree removals, trimming, stump removals and planting- Granger, Martin Place and Brooklyn	\$70,000
TOTAL	\$103,500
<i>*Note: This is the budgeted amount and not the actual amount expended.</i>	

Dean Fund- Summary of Financial Information (as of 01.31.11)

Dean Fund YTD Transactions	\$25,961.35
Dean Fund Remaining Budget*	\$69,071.65
Dean Fund in City Pool of Investments	\$194,809.02
<small>*Remaining budget has been encumbered- see Rejuvenation Projects in the Current FY2011 Approved Projects table above</small>	