



JORDAN VALLEY
CONSERVATION GARDENS
F O U N D A T I O N

Meeting of the Board of
Directors

October 7, 2024



Agenda

CONSERVATION GARDENS FOUNDATION

NOTICE OF A MEETING OF THE BOARD OF DIRECTORS OF THE JORDAN VALLEY CONSERVATION GARDENS FOUNDATION

The Board of Directors of the Jordan Valley Conservation Gardens Foundation (Foundation) will hold a meeting on Monday, October 7, 2024, at 3:30 p.m. at the District office located at 8215 South 1300 West, West Jordan, Utah. Directors and members of the public may attend this meeting in person or electronically. For information on how to join the meeting electronically, visit Jordan Valley Water Conservancy District's website at <https://jvwcd.org/calendar/1674/jordan-valley-conservation-gardens-foundation-meeting>.

AGENDA ITEM 1: CONSIDER APPROVAL OF THE MINUTES OF THE BOARD OF DIRECTORS MEETING HELD ON OCTOBER 9, 2023; AND THE BOARD OF DIRECTORS SPECIAL SESSION HELD ON MAY 6, 2024

AGENDA ITEM 2: ELECTION OF FOUNDATION OFFICERS FOR THE COMING YEAR

AGENDA ITEM 3: REVIEW FOUNDATION FINANCIAL STATEMENT

AGENDA ITEM 4: REPORT ON LAST TWELVE MONTHS OF FOUNDATION GRANTS, EXPENDITURES, AND ACTIVITIES

AGENDA ITEM 5: REPORT ON FUNDRAISING PROGRESS

AGENDA ITEM 6: ADJOURN



Agenda Item 1

Consider approval of the minutes of the Board of Directors meeting held October 9, 2023; and the Board of Directors Special Session held on May 6, 2024

MINUTES OF THE JORDAN VALLEY CONSERVATION GARDENS FOUNDATION MEETING

(Unapproved and subject to change)

October 9, 2023

A meeting of the Board of Directors of the Jordan Valley Conservation Gardens Foundation (Foundation) was held on Monday, October 9, 2023, at 3:33 p.m. at the Jordan Valley Water Conservancy District Administration Office located at 8215 South 1300 West, West Jordan, Utah.

This meeting was conducted electronically in accordance with the Utah Open and Public Meetings Act (Utah Code Ann. (1953) §§ 52-4-1 et seq.) and Chapter 7.12 of the Administrative Policy and Procedures Manual (“Electronic Meetings”).

Directors Present:

Barbara Townsend, Foundation Chair
Reed Gibby
Zach Jacob
Sherrie Ohrn
Dawn Ramsey (electronic)
Corey Rushton
Mick Sudbury
John Taylor

Directors Not Present:

Karen Lang

Others Present:

Alan Packard	Kurt Ashworth	Martin Feil - E	Gordon Batt
Mark Stratford	Jacob Young	Jason Brown	David Martin
Matt Olsen	Valeria Millette	Shazelle Terry	Courtney Brown
Brian McCleary	Shaun Moser	Brian Callister	Beverly Parry
Mindy Keeling	Shane Swensen -E	Madeline Sultz	Erik Wermel
Kelly Good	Cynthia Bee	Kyle Allcott	Sam Mingo - E
Greg Christensen - KID			

Ms. Barbara Townsend, Chair, called the meeting to order at 3:33 p.m.

Agenda Item No. 1 - Consider approval of the minutes of the Board of Directors meeting held on November 7, 2022

Ms. Sherrie Ohrn moved to approve the minutes of the Foundation meeting held November 7, 2022. Mr. Reed Gibby seconded the motion. The motion was unanimously approved by those present as follows:

Mr. Reed Gibby – aye	Mr. Zach Jacob – aye
Ms. Karen Lang – not present	Ms. Sherrie Ohrn – aye
Ms. Dawn R. Ramsey – aye	Mr. Corey Rushton – aye
Mr. Mick Sudbury – aye	Mr. John Taylor – aye
Ms. Barbara Townsend – aye	

Agenda Item No. 2. – Election of Foundation officers for the coming year

The existing officers include Barbara Townsend, Chair; Matt Olsen, President; Courtney Brown, Vice President; David Martin, Treasurer; and Alicia Sekiller, Secretary. Ms. Townsend opened the discussion by stating that all current officers are willing to continue in their present positions.

Mr. Gibby moved to approve keeping all present officers in their current positions. Following a second by Ms. Ohrn, the motion was unanimously approved by those present as follows:

Mr. Reed Gibby – aye	Mr. Zach Jacob – aye
Ms. Karen Lang – not present	Ms. Sherrie Ohrn – aye
Ms. Dawn R. Ramsey – aye	Mr. Corey Rushton – aye
Mr. Mick Sudbury – aye	Mr. John Taylor – aye
Ms. Barbara Townsend – aye	

Agenda Item No. 3 – Review Foundation financial statement

Mr. Dave Martin presented the financial statements for the Foundation and stated that the statements are unaudited and the District's independent audit for this time period is still in process. He said there was an increase in cash coming in when compared to last year due to unspent bond proceeds for a total of \$120,420. He highlighted the largest contributions to the Foundation were the Utah Division of Arts and Museums in the amount of \$28,000, the Salt Lake County Zoo Arts, and Parks (ZAP) in the amount of \$25,000, and the State of Utah Cultural Capital Grant in the amount of \$50,000.

Mr. Martin reported on the remainder of the statements with items of note:

- There were no expenditures for construction of new Conservation Garden Park exhibits.
- \$63,753 was spent on plants, mulch, and other supplies. These items were purchased with the required grant funding for operational Garden expenses.

Agenda Item No. 4 – Report on last twelve months of Foundation grants, expenditures, and activities

Mr. Matt Olsen reported on Foundation activities during the past fiscal year. He reviewed the Foundation purposes which are:

- To support the JVVCD in its efforts to reduce the demand for water.
- To provide for future water needs through its conservation programs and the development of the Water Conservation Demonstration Gardens (Gardens).
- To solicit and raise funds and contributions for the design, construction, operations, maintenance, and management of the Gardens.
- To cultivate and develop positive and effective relationships, provide leadership, and communicate a compelling case for support of the Gardens and its purposes.

Mr. Olsen said the Foundation, as a 501(c)(3), can be utilized to fund the District's water conservation efforts and activities as well as applying for various funding opportunities. The Foundation can also be utilized for fundraising and grant applications to assist with the funding of the upcoming expansion of the Gardens. He said the Foundation consistently receives general operating support grants from the Utah Division of Arts and Museums and Salt Lake County ZAP programs. Some of the expenses included tree pruning, mulch, flowerpots, plant tags, irrigation parts, plants, staff uniforms, education signs, and tools.

Mr. Olsen reported that in total, there were \$77,381,49 in donations between October 2022 and October 2023, the Foundation has \$63,529 in restricted cash funds and \$39,053 in unrestricted cash funds

Agenda Item No. 5 – Report on fundraising progress

Mr. Olsen noted that the Foundation fundraising progress has leveled off during the past couple years.

Agenda Item No. 6 - Adjourn

Ms. Townsend called for a motion to adjourn the meeting. Mr. Mick Sudbury made a motion to adjourn. Following a second by Mr. Gibby, the meeting was adjourned at 3:52 p.m.

Barbara L. Townsend, Foundation Chair

Matthew D. Olsen, Foundation President

**MINUTES OF BOARD OF DIRECTORS OF THE JORDAN VALLEY
CONSERVATION GARDENS FOUNDATION
OF THE JORDAN VALLEY WATER CONSERVANCY DISTRICT**
May 6, 2024

(Unapproved and subject to change)

A special session of the Jordan Valley Conservation Gardens Foundation (Foundation) was held on Monday, May 6, 2024, at 3:23 p.m., at the Jordan Valley Water Conservancy District office located at 8215 South 1300 West, West Jordan, Utah.

This meeting was conducted electronically in accordance with the Utah Open and Public Meetings Act (Utah Code Ann. (1953) §§ 52-4-1 et seq.) and Chapter 7.12 of the Administrative Policy and Procedures Manual (“Electronic Meetings”).

Trustees Present:

Barbara Townsend - Chair
Karen D. Lang
Corey L. Rushton
John Taylor
Andy Pierucci - electronic
Mick M. Sudbury
Zach Jacob - electronic

Trustees Not Present:

Dawn Ramsey – excused
John B. Richardson – excused

Staff Present:

Alan Packard, General Manager
Jacob Young, Deputy General Manager
David Martin, CFO/Treasurer
Shazelle Terry, Assistant General Manager
Shane Swenson, Chief Engineer
Mark Stratford, General Counsel
Kurt Ashworth, Human Resources Manager
Jason Brown, Information Systems Department Manager
Travis Christensen, Engineering Group Leader
Mindy Keeling, Executive Assistant
Lisa Wright, Administrative Assistant
Kelly Good, Communications Division Manager
Shaun Moser, Conservation Garden Park Manager
Cheyenne Davis, Customer Service
Courtney Brown, Conservation Division Manager
Jeannette Perry, Customer Services Supervisor – Electronic
Margaret Dea, Senior Accountant - Electronic

Ms. Barbara Townsend, Chair, called the meeting to order at 3:23 p.m. Ms. Dawn Ramsey and John B. Richardson were excused.

History and purpose of the Jordan Valley Conservation Gardens Foundation

Mr. Jacob Young provided a brief history of the foundation. The foundation was incorporated in 2005 with the specific purpose of raising money to support the District and, specifically, the Conservation Garden Park's role in reducing water demand. The foundation's focus is to solicit and raise funds and also build relationships in the community. There are companies that will only donate to a 501c, and the Garden Foundation allows us to obtain those donations. The Board discussed different ways of soliciting donations and expanding the donor base.

Election of President and Secretary for the Remainder of the Year

Ms. Townsend announced vacancies in several of the officer positions. The current officers of the foundation are as follows: the President office is vacant, the Vice President is Courtney Brown, Treasurer is Dave Martin, and the Secretary position is also vacant. The vacant positions need to be filled for the remainder of the year. Ms. Townsend indicated that it would be appropriate for Jacob Young to serve as the Foundation President based on his role over conservation activities with the District, and Mr. Young has expressed a willingness to serve in that capacity. As Administrative Assistant to Mr. Young, it would be appropriate for Lisa Wright to serve as the Foundation Secretary, and Ms. Wright has expressed willingness to do so.

Ms. Townsend called for a motion. Ms. Karen Lang moved to approve Jacob Young as President and Lisa Wright as Secretary for the Jordan Valley Conservation Gardens Foundation until the next annual meeting. Following a second by Mr. Mick Sudbury; the motion was approved as follows:

Ms. Karen Lang – aye
Mr. John Taylor – aye
Mr. Andy Pierucci – aye
Mr. Mick Sudbury – aye
Mr. Zach Jacob – aye

Mr. Corey Rushton – aye
Ms. Barbara Townsend - aye
Ms. Dawn Ramsey – not present
Mr. John Richardson – not present

Adjourn

Ms. Townsend called for a motion to adjourn the meeting. Mr. Mick Sudbury moved to adjourn. Following a second by Ms. Karen Lang, the meeting adjourned at 3:40 p.m.

Barbara L. Townsend, Foundation Chair

Jacob C. Young, Foundation President

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Agenda Item 2

Election of Foundation Officers for the Coming Year

JORDAN VALLEY CONSERVATION GARDENS FOUNDATION
ELECTION OF FOUNDATION OFFICERS FOR THE COMING YEAR

Current Officers:

Chair:	Barbara Townsend
President:	Jacob Young
Vice President:	Courtney Brown
Treasurer:	David Martin
Secretary:	Lisa Wright

ARTICLE V

OFFICERS, AGENTS AND COMMITTEES

Section 5.1. Number and Qualifications. The officers of the Corporation shall be a Chairperson of the Board of Directors, a President, one or more Vice-Presidents, a Secretary and a Treasurer. The Board of Directors may also elect or appoint such other officers, assistant officers and agents as it may consider necessary. The appointment of officers shall be confirmed at each annual meeting of the Board. Each officer shall hold office until the officer's successor shall have been duly designated, elected and shall have qualified, or until the officer's earlier death, resignation or removal. An individual may hold more than one office of the Corporation.

Section 5.2. Power/Duties. The Board of Directors may delegate to any officer of the Corporation or any committee of the Board of Directors the power to appoint, remove and prescribe the duties of other officers, assistant officers, agents and employees.

Section 5.3. Resignation. An officer may resign at any time by giving written notice of resignation to the Corporation. An officer's resignation shall take effect at the time specified in the notice, and unless otherwise specified therein, the acceptance of such resignation shall not be necessary to make it effective.

Section 5.4. Removal. An officer, assistant, agent or employee may be removed, with or without cause, at any time by resolution of the Board of Directors or by any officer of the Corporation or committee of the Board of Directors upon whom or which such power of removal may be conferred by the Board of Directors; but such removal shall be without prejudice to the contract rights, if any, of the individual so removed.

Section 5.5. Vacancies. A vacancy in any office because of death, resignation, removal, disqualification or otherwise may be filled by the Board of Directors for the unexpired portion of the term.

Section 5.6. Compensation. Officers shall not receive compensation for their services as officers of the Corporation.

Section 5.7. Authority and Duties of Officers. The officers of the Corporation shall have the authority and shall exercise the powers and perform the duties specified below and as may be additionally specified by the Board of Directors or these bylaws, except that in any event each officer shall exercise such powers and perform such duties as may be required by law.

(a) *Chairperson of the Board.* The Chairperson of the Board of Directors shall (i) preside at all meetings of the Board of Directors; (ii) see that all orders and resolutions of the Board of Directors are carried into effect; (iii) supervise and manage the activities of the president as the Board's representative; and (iv) perform all other duties incident to the office of Chairperson of the Board of Directors and as from time to time may be assigned to the Chairperson by the Board of Directors.

(b) *President.* The President shall have the authority and shall exercise the powers and perform the duties specified below and as may be additionally specified by the Board of Directors or these bylaws. The President shall have such general powers and duties of supervision and management as are usually vested in the office of the chief administrative officer of a corporation, and he or she shall carry into effect all directions and resolutions of the Board. The President shall oversee the day-to-day business of the Corporation. The President may, in his discretion, assign one or more officers with general and active control of the Corporation's day-to-day affairs and business.

(c) *Vice-President.* The Vice-President shall assist the President and shall perform such duties as may be assigned to him/her by the President or by the Board of Directors. The Vice-President shall, at the request of the President, or in the President's absence or inability or refusal to act, perform the duties of the President and when so acting shall have all the powers of and be subject to all the restrictions upon the President.

(d) *Secretary.* The Secretary shall: (i) keep the minutes of the proceedings of the Board of Directors and any committees of the Board of Directors; (ii) see that all notices are duly given in accordance with the provisions of these bylaws or as required by law; (iii) be custodian of the corporate records and of the seal of the Corporation; and (iv) in general, perform all duties incident to the office of Secretary and such other duties as from time to time may be assigned to the Secretary by the Chairperson, President or by the Board of Directors. Assistant secretaries, if any, shall have the same duties and powers, subject to supervision by the Secretary.

(e) *Treasurer.* The Treasurer shall ensure that all treasury functions of the Corporation are handled professionally and competently, and shall work with the accounting firm selected by the Corporation to that end. The Treasurer, or his designee, shall present financial data to all meetings of the Board.

Section 5.8. Committees. The Board of Directors shall have the power to create and dissolve ad hoc and standing committees to advise and assist the Board in the performance of its duties, to appoint and remove the members of such committees, and to set the terms, conditions and scope of their service. Such committees may include, by way of illustration and not limitation, a Finance Committee, a Gifts and Grants Committee, and an Investment Committee.

Section 5.9. Surety Bonds. The Board of Directors may require any officer or agent of the Corporation to execute to the Corporation a bond in such sums and with such sureties as shall be satisfactory to the Board of Directors, conditioned upon the faithful performance of such individual's duties and for the restoration to the Corporation of all books, papers, vouchers, money and other property of whatever kind in such individual's possession or under such individual's control belonging to the Corporation.



Agenda Item 3

Review of Foundation Financial Statement

Jordan Valley Conservation Gardens Foundation
Balance Sheets (Unaudited)

For Internal Purposes Only

	As of 6/30/2024	As of 6/30/2023
ASSETS		
<i>Current Assets:</i>		
Cash - Checking	\$ 80,095	\$ 94,950
Cash - Savings	19,489	19,470
Receivable from JVWCD	-	6,000
Total Current Assets	99,584	120,420
Total Assets	\$ 99,584	\$ 120,420
 LIABILITIES & FUND NET ASSETS		
<i>Current Liabilities:</i>		
AP for garden supplies	\$ -	\$ 4,715
Total Liabilities	-	4,715
Total Fund Net Assets	99,584	115,705
Total Liabilities & Fund Net Assets	\$ 99,584	\$ 120,420

Jordan Valley Conservation Gardens Foundation
Statements of Revenues, Expenses, and Changes in Net Assets (Unaudited)

For Internal Purposes Only

	<u>For the Fiscal Year Ended 6/30/2024</u>	<u>For the Fiscal Year Ended 6/30/2023</u>
REVENUES		
Corporate Contributions	\$ -	\$ -
Government Contributions	58,000	103,000
Individual Contributions	100	2,881
Sponsored Exhibit	-	-
Interest Income	36	24
O&M Contributions	<u>6,000</u>	<u>6,000</u>
Total Revenues	<u>64,136</u>	<u>111,905</u>
 OPERATING EXPENSES		
Garden Construction	-	-
Accounting & Insurance Fees	5,350	6,311
Bank Fees	40	118
Other Operating Expenses	<u>74,871</u>	<u>63,753</u>
Total Operating Expenses	<u>80,261</u>	<u>70,182</u>
Change in Net Assets	<u>(16,125)</u>	<u>41,724</u>
Net Assets, Beginning of Period	<u>255,852</u>	<u>214,128</u>
Net Assets, End of Period	<u>\$ 239,727</u>	<u>\$ 255,852</u>



Agenda Item 4

Report on Last Twelve Months of Foundation
Grants, Expenditures, and Activities



JORDAN VALLEY WATER
CONSERVANCY DISTRICT

Foundation Grants, Expenditures, & Activities

October 2024 Annual Meeting

JORDAN VALLEY
CONSERVATION GARDENS
F O U N D A T I O N



Foundation Purposes

The Foundation was organized in 2005 as a 501(c)(3) non-profit charitable organization.

The Foundation was organized for the following purposes:

1. To support the Jordan Valley Water Conservancy District in its efforts to reduce the demand for water.
2. To provide for future water needs through its conservation programs and the development of Water Conservation Demonstration Gardens (Conservation Garden Park).
3. To solicit and raise funds and contributions for the design, construction, operations, maintenance, and management of Conservation Garden Park.
4. To cultivate and develop positive and effective relationships, provide leadership, and communicate a compelling case for support of Conservation Garden Park and its purposes.



General Operating Support Grants



Utah Division of Arts and Museums

This grant now runs on a two-year cycle. We are currently in year two of the current cycle.

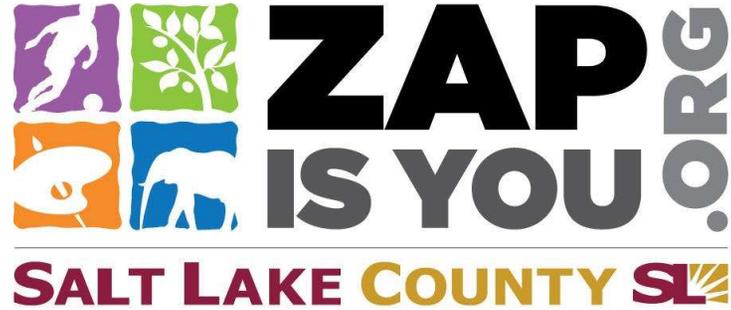


Fiscal Year	Grant Cycle Year	Grant Type	Status	Amount Requested	Amount Funded
FY 18/19	N/A	Operating Support	Funded	\$12,000	\$9,000
FY 19/20	N/A	Operating Support	Funded	\$12,000	\$8,400
FY 20/21	N/A	Operating Support	Funded	\$33,262	\$15,000
FY 21/22	Year 1	Operating Support	Funded	\$20,000	\$28,000
FY 22/23	Year 2	Operating Support	Funded	\$20,000	\$28,000
FY 23/24	Year 1	Operating Support	Funded	\$30,000	\$28,000
FY 24/25	Year 2	Operating Support	Funded	\$30,000	\$28,000



Salt Lake County ZAP

This grant is funded by the county and runs on a one-year cycle.



Application Year	Status	Amount Requested	Amount Funded
2016	Funded	\$15,000	\$15,000
2017	Funded	\$50,000	\$17,000
2018	Funded	\$25,000	\$22,000
2019	Funded	\$25,000	\$22,000
2020	Funded	\$25,000	\$21,900
2021	Funded	\$25,000	\$23,000
2022	Funded	\$25,000	\$25,000
2023	Funded	\$35,000	\$30,000
2024	Pending	\$35,000	Pending



Grant Expenditures

Grant funds can be used for general operations of the garden. Starting in 2024 most of the funds were used towards seasonal staff wages.



Seasonal Staff Wages



Irrigation Parts



Plants



Staff Uniforms



Educational Signs



Tools



October 2023 – October 2024

Donations received
to JVCGF since the
last annual
Foundation meeting.

Date	Donor	Amount	Type
12/20/2023	UA&M Grant- FY 24	\$28,000.00	Restricted
1/5/2024	Ballard Miller Foundation	\$100.00	General Fund
2/8/2024	ZAP Grant 2023- Payment #1	\$18,000.00	Restricted
4/24/2024	ZAP Grant 2023- Payment #2	\$12,000.00	Restricted
6/14/2024	JVWCD- 23/24 Annual Contribution	\$12,000.00	General Fund
7/26/2024	Square Inc. - Anonymous	\$23.97	General Fund
		\$70,123.97	



Current Balances

The Foundation receives restricted and unrestricted funds from donors.

Fund Type	Balance
Restricted Cash	\$63,529.00
Unrestricted Cash	\$39,053.00
	\$102,528.00

* As of 9/20/2024



Upcoming Activities



Start Implementing the Garden Expansion's Targeted Fund- Raising Plan

Government Grants

- Local, state, and federal grants specifically aimed at environmental conservation, education, and green spaces.

Private Foundations

- Many private foundations offer grants for environmental projects, conservation efforts, and community enhancement.

Corporate Sponsors

- Partnerships with business can provide financial support and in-kind donations.

Partnerships

- Collaborating with government agencies, universities, and colleges can provide access to funding and further the mission of the District and the partner.



JORDAN VALLEY WATER
CONSERVANCY DISTRICT

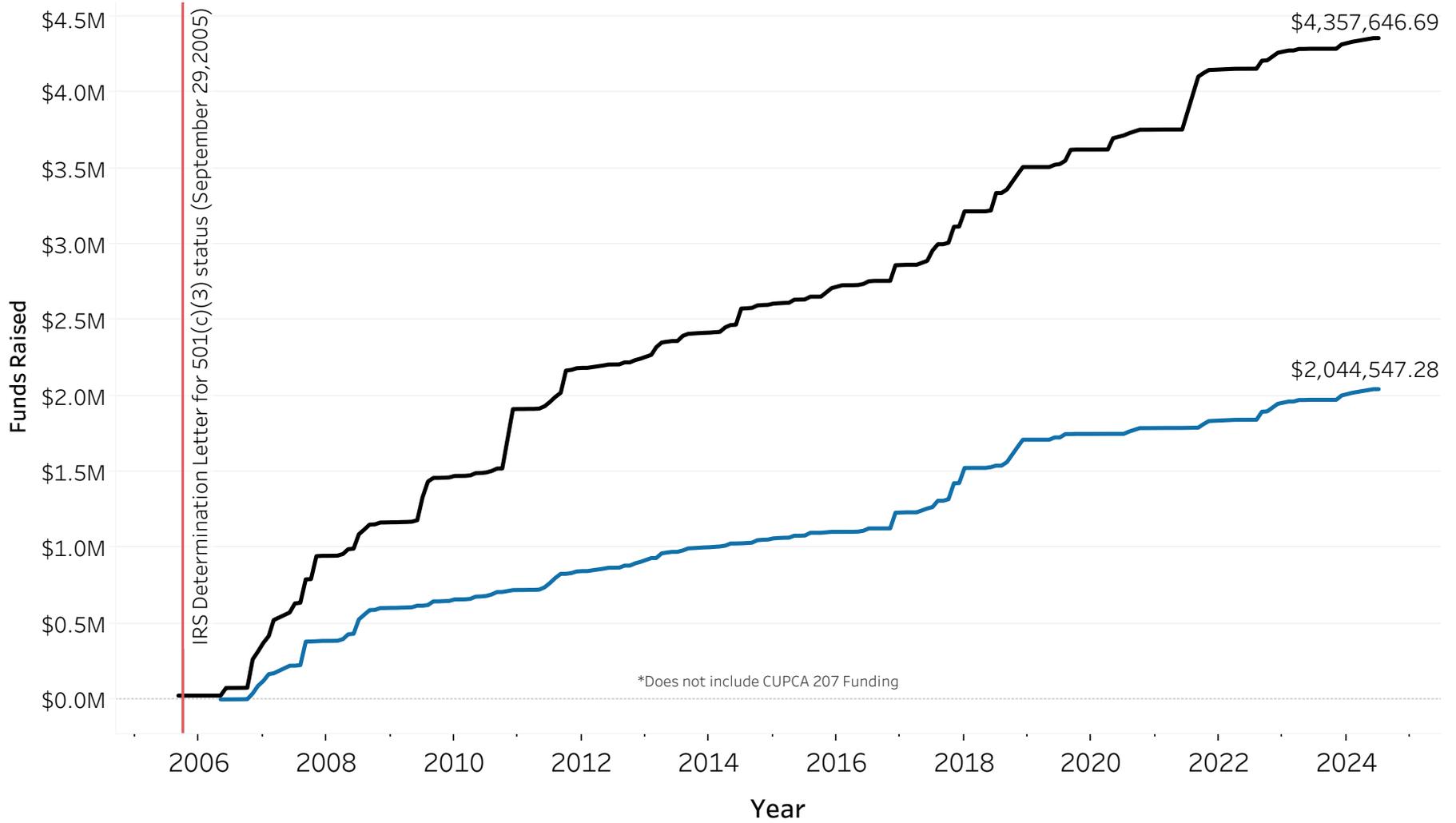
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Agenda Item 5

Report on Fundraising Progress

Fundraising Progress



Measure Names

- Jordan Valley Conservation Gardens Foundation (Foundation)
- Jordan Valley Water Conservancy District & Foundation