

2013 Year-End Report

San Luis Obispo Botanic Garden

This just concluded year saw a great many changes in the operations and staffing of the organization. Principal among them was the movement toward a more streamlined and sustainable Garden that would enhance services and conserve expenditures. This plan was developed after extensive study, a community survey, and convocation of more than forty past and present supporters.

In August, the Board of Directors engaged SPOKES, the non-profit management support organization to assist in operational and fiscal redesign after the departure of the Executive Director. This included a plan to restructure the Board, as well as SPOKES' loan of a volunteer part-time manager to assist the staff in their refocusing efforts.

At the close of the year the reduced, re-aligned staffing had been accomplished. The operating expenses were reduced by twenty-two percent heading into 2014; and the line of credit had been paid off. The Board of Directors and several long-time donors made an additional financial commitment that supported this redirection.

Programs:

The Garden continued its community education efforts to promote the benefits of using drought-tolerant plants in home landscapes. Dedicated volunteers propagated plants for the Spring/Fall and Garden Shop plant sales. Revision of *128 of Our Best* is slated for release in March 2014. The "Learning from the Land" Hiking Trail was constructed utilizing Cal Fire and their prison resources, resulting in a significant savings for the Garden. Thousands of volunteer hours were donated to maintain the Garden, as well as providing docent tours, and assisting with special events and office support. And over 20,000 visitors came to the Garden during 2013.

The Program Committee saw a 200% increase in program participation over the last two years. Workshops and evening presentations were added to the 2013 educational program line-up. Monthly Children's Saturday at the Garden programs continue to bring in participants. Over 661 family members participated in youth garden events in 2013 (not including Earth Day). The 7th and 8th Garden Fresh Cooking Classes were held with the SLO Natural Foods Co-Op as the official food sponsor of the cooking classes. The Kids' Mediterranean Adventure Camp hosted over 40 youngsters for a week in June.

The Children's Garden was enhanced with a Digging-Dune Garden. Children's Garden expansion designs for a Native Plant Play Meadow were donated by Sage EcoLandscapes. The Children's Garden Enhancement Team was developed to "*Sustain a garden that intrigues and delights children by emphasizing "hands-on" exploration.*" A Children's Garden map and brochure has been developed and will be put into use in February.

Fifteen docents were trained during the year, five of which are actively leading docent tours. In 2013 over 878 K-College students and parents participated in youth tours and over 206 adults participated in general garden and/or building tours.

Construction:

A consultant was hired with support from an individual donor to serve as the project leader for the Fire Safe Landscape Garden and the Hardscape Project around the buildings. Hardscape plans have been submitted to the County building department and are in the review process, pending issuance of permits. The total Hardscape design far exceeds the grant the County has authorized. It will be necessary to eliminate some items, as well as segmenting the project into two or more phases as we move forward. The good news is that "phase one" should be going out to bid this coming spring.

Garden Planting and Maintenance:

New plantings and maintenance have continued every Tuesday, weather permitting. Volunteers maintain the Preview Garden, Children's Garden and the plants around the pavilion and office buildings. Greenhouse volunteers propagate plants for sale as part of our fundraising efforts.

The Children's Garden and related programs continued to enjoy growing community support and utilization. The one week of summer camp and kids' Saturday at the Garden programs, including the Kid's Cooking Class are on-going and are frequently "sold out" well in advance.

Plant Sales:

The Spring and Fall plant sales were successful and will continue, staffed by volunteers. The garden shop saw a small but steady sales volume this past year.

Library:

The library has remained open during business hours (Monday through Friday, 8:30 to 5:00) and serves as a resource to staff and volunteers. The public is always welcome to use the library, but cannot check-out books.

Newsletter:

This year we have started "greening" our ways and are producing an electronic newsletter. It will be issued on a bi-monthly basis and e-mailed to our membership and other interested persons. This is supplemented by the e-calendar of events that is sent twice a month to approximately 3,200 individuals and organizations.

Facility Rental:

This past year, the Garden's rental facilities have seen an increase in weddings booked. We are seeking to partner with event planners to assist in expanding the volume, making the Oak Glen Pavilion and garden amphitheater available for corporate retreats and other gatherings. This source of revenue is helpful in funding the overall operation of the Garden.

Year-End Financials:

The following is the unaudited year-end financial reports which reflect a strong asset base, yet a net loss in operating costs for the year. Since the Garden has no debt, the key issue in the coming year is to develop a more extensive donor base largely through business memberships and corporate support.

Friends of SLO Botanical Garden Profit & Loss

January through December 2013

Jan - Dec 13

Ordinary Income/Expense

Income

4000 - Membership Dues	23,434.00
4100 - Special Educ. Events & Programs	13,223.20
4200 - Program Services	13,639.00
4300 - Sales	27,783.36
4400 - Donations	238,114.86
4500 - Investment Income	19.91
4900 - Facility Rental	12,630.00
4910 - Escript/Cars 4 Causes	277.50
4950 - Miscellaneous Income	5.00

Total Income 329,126.83

Gross Profit 329,126.83

Expense

5000 - Administrative Expense	35,434.76
5100 - Salaries/Benefits	194,511.84
5200 - Development/Fundraising Expense	19,434.45
5250 - Events	20,498.99
5400 - Education - Media	6,627.01
5450 - Volunteer Expense	2,418.67
5500 - Program Services Expense	7,922.38
5600 - Garden Shop Supplies	38.84
5601 - COGS - Garden Shop	5,899.18
5650 - Accounting	7,607.51
6000 - General & Admin Expenses	11,434.95
6400 - Facility Rental Expense	640.00

Total Expense 312,468.58

Net Ordinary Income 16,658.25

Other Income/Expense

Other Expense

8500 - Capital Expense 48,111.17

Total Other Expense 48,111.17

Net Other Income -48,111.17

Net Income -31,452.92

Please be advised that this is an unaudited financial statement

Friends of SLO Botanical Garden Balance Sheet

As of December 31, 2013

Dec 31, 13

ASSETS

Current Assets

Checking/Savings

1010 · Ops Checking Rabobank 21,910.15

1011 · Facility Deposit Rabobank 1,300.00

Total Checking/Savings 23,210.15

Accounts Receivable

1201 · Accounts Receivable 1,000.00

Total Accounts Receivable 1,000.00

Other Current Assets

1100 · Petty Cash 204.75

1200 · Vanguard Investments 101,898.91

1300 · Prepaid Expenses 56.19

Total Other Current Assets 102,159.85

Total Current Assets 126,370.00

Fixed Assets

1500 · Buildings 1,490,230.67

1515 · Gardens 73,212.59

1530 · Computer Equipment 9,900.47

1540 · Furniture & Equipment 32,858.43

1600 · Master Plan 24,088.37

1650 · Rebranding 17,590.05

Total Fixed Assets 1,647,880.58

TOTAL ASSETS 1,774,250.58

LIABILITIES & EQUITY

Liabilities

Current Liabilities

Accounts Payable

2001 · Accounts Payable 725.04

Total Accounts Payable 725.04

Credit Cards

2010 · First Bankcard 8844 2,629.50

Total Credit Cards 2,629.50

Other Current Liabilities

2050 · Refundable Facility Deposits 1,850.00

2060 · Gift Certificates 75.00

Friends of SLO Botanical Garden Balance Sheet

As of December 31, 2013

Dec 31, 13

2080 - Vacation Payable	1,798.74
2100 - Payroll Liabilities	25.53
2600 - N/P Dishwasher	<u>2,695.77</u>
Total Other Current Liabilities	<u>6,445.04</u>
Total Current Liabilities	<u>9,799.58</u>
Total Liabilities	9,799.58
Equity	
3100 - Net Assets-Temp Restricted	103,501.07
3500 - Net Assets-Unrestricted	1,187,672.86
3900 - Retained Earnings	504,729.99
Net Income	<u>-31,452.92</u>
Total Equity	<u>1,764,451.00</u>
TOTAL LIABILITIES & EQUITY	<u><u>1,774,250.58</u></u>

Please be advised that this is an unaudited financial statement