**Fort Worth Botanic Garden Task Force**

PURPOSE: To formulate prudent and judicious financial management policy recommendations that will strategically ensure the sustainability of the Fort Worth Botanic Garden and effectively maximize the full potential of the Garden as a world class museum.

TASK FORCE COMMITMENTS:

1. Attend three task force meetings
2. Attend public meeting (optional)

MEETING STRUCTURE:

1. First meeting will be held week of January 22, 2018
2. 11:30AM – 1:00PM with lunch provided
3. Meetings will be held at the Fort Worth Botanic Garden

MEETING AGENDAS:

1. Task Force Meeting #1:
	1. Purpose and anticipated outcome of task force initiative
	2. Overviews
		1. 2017 Botanic Garden Strategic Plan by EMD Consulting Group
		2. Facility Assessment by Elements of Architecture, Inc.
		3. Visitor Intercept Study by Angie Highland
	3. Frame policy questions to consider
	4. Confirm meeting schedule and process
2. Task Force Meeting #2:
	1. Summarize information presented and discussed in meeting #1
	2. Respond to requested information from task force
	3. Establish task force consensus on acceptable range of options and fee tenets
	4. Review benchmark data from similar and local institutions
	5. Determine information to be presented at public meeting
3. Public Meeting:
	1. Overview of task force purpose, information presented and initial considerations
	2. Present benchmark data
	3. Receive public comment
4. Task Force Meeting #3:
	1. Report out on public meeting input
	2. Reiterate committee consensus on range of options
	3. Establish committee consensus on financial management policies and recommended sources of revenue