



Bel Aire Tree Board

**MINUTES
CITY HALL – COMMUNITY ROOM
WEDNESDAY, May 30, 2018
7:00 P.M.**

I. Call to Order: Chairperson Gary Northwall called the meeting to order at 7:00 p.m.

II. Roll Call:

- **Members Present:** Mark Garriott, Sylvia McCombs, Gary Northwall, and Hilde Yops
- **Members Absent:** none
- **Guests Present:** none

III. Approval of Minutes from Previous Meeting:

MOTION: Mark Garriott motioned to approve the minutes of the April 23, 2018 Tree Board meeting. Seconded by Sylvia McCombs. **Motion carried 4-0.**

IV. Board Member Reports:

- Mark Garriott: Walks or bike rides regularly passing the Bel Aire Rec Center; noted Arbor Day tree planted recently is still looking good.
- Sylvia McCombs: No new updates.
- Gary Northwall: No new updates.
- Hilde Yops: No new updates.

V. Old Business:

- A.** Tree Board visibility in the Fall. Board discussed opportunity for increased Tree Board visibility in the Fall, perhaps in conjunction with National Night Out. Discussion was had around KS Forest Service order possibilities for shrubs and seedlings (Mark Garriott to look into further) for possible giveaways.
- a. Hold off for now on saplings. If used for giveaways may not be taken care of properly and could be a waste of funds as the seedlings cannot be resold.
 - b. Potential to have a table at Night Out or Fall Festival ideas discussed
 - i. Brochures on how to plan trees for distribution
 - ii. Possible handout with school poster

- iii. Idea regarding a tree related craft (pinecone craft)
- iv. Water bottles with Tree Board labels
- v. Banner in front of table.
- vi. Literature and PowerPoint with laptop of color pictures of this year's tree on table. Potentially put up our table in front of the tree at Fall Festival since it is held at the Rec Center.

VI. New Business:

A. Arbor Day Review

Consensus that event went well. Good reviews by those who attended and participated. Board discussed placing Power Point from meeting on Bel Aire Tree Board website. Gary to contact city office for this.

B. City Hall brochure display/rack progress.

Rack is up and looking good. Board went to physically view the display. Sylvia to periodically rotate and refill the materials.

C. Banner name for display rack.

Brief discussion of having a poster above the display rack to note that it is managed by the Tree Board. Board settled on "Tree, Lawn, and Garden Info – Provided by Tree Board" with the Tree Board seal. Gary to get with city office about design and printing.

D. Next meeting date: September 24, 2018, 7pm

E. Other

Brief discussion about recruitment for Tree Board. No formal recruiting, but some informal.

VII. Adjournment:

MOTION: Hilde Yops motioned to adjourn. Seconded by Mark Garriott. **Motion carried 4-0.**

Meeting Adjourned: 8:00pm

Next Meeting: September 24, 2018, 7pm

Tree Board Hours since April 2018 Meeting:

Board Member	Date	Activity	Hours
Mark Garriott	4/28/18	Arbor Day Event	3.0
	5/8/18	Secretary Minutes Prep	1.5
	5/30/18	Board Meeting	1.0
Sylvia McCombs	4/28/18	Arbor Day Event	3.0
	5/24/18	Publications for Rack	1.5
	5/24/18	Stock Rack	.25
	5/30/18	Board Meeting	1.0
Gary Northwall	4/28/18	Arbor Day Event	4.0
	5/29/18	Prepare for Meeting	1.0
	5/30/18	Pick up notes for meeting	.50
	5/30/18	Board Meeting	1.0
Hilde Yops	4/28/18	Arbor Day Event	3.0
	5/30/18	Board Meeting	1.0
	Total Hours:		21.75

Respectfully Submitted By: Mark Garriott, Secretary