



Northern Kentucky Urban & Community Forestry Council

Minutes - January 18, 2006

The meeting was held at the Boone County Extension Center. Present were Kris Stone, Mike Klahr, Don Girton, Don Smyers, Ron Meyer, Mark Leopold, Steve Myers, Rick Horn, Thomas Davis, Steve Trauger, Donald Peck, and Sherry Carran.

Kris called the meeting to order and asked for approval of the December Minutes. Ron questioned the location of City Green Model Project in Campbell County. KY 17 is mentioned but it should be 536 between the AA Hwy. and KY 27. Motion to approve minutes as corrected was made by Don Girton, seconded by Tom and then approved.

Mark passed out copies of the Financial Report. Balance as of 12/21/05 was \$27,027.97. Balance as of 1/18/06 is \$25,376.57. Motion to approve financial report was made by Tom, seconded by Don Girton and then approved.

Old Business

Copies of the Scope of Services with Center for Applied Ecology (CAE) were passed out. Kris asked for comments. Everyone was okay with the administrative services that CAE would provide. Steve made a motion to approve, Don G. seconded and motion was approved. Kris said he would take it to the next Executive Meeting for their input.

Mark reported on CAE's invoicing. He noted that doing the IRS reporting is more complicated than in the past because Council's cash flow is in a higher bracket. This requires filling out a different form that is more detailed. He noted that his time on this is divided between CAE's hours and his own in-kind. Sherry made a motion to accept CAE's invoice, Tom seconded, and motion was approved.

Mark reported on the Council's mailing list, Mark said that over 900 names are listed and he wanted to know if the letter going out, to potential new members, should go to all 900. It was decided that it should. He also asked about addressing the letters. Did the Council want the letter to be personalized to each person, which would require more time, or a general letter? The Council wanted the letters to be more personalized.

Mark passed out copies of End of Year Grant Reporting to KY Div. of Forestry. Mark commented that we were over the in-kind match that was needed. He did mention again how difficult it is to pull together everyone's in-kind hours. He urged Council Members to report these hours on a more routine basis.

Copies of Jenny's report were passed out.

... Regarding grant writing, she noted the Toyota grant was turned in. She also had printed copies of grant opportunities and wanted Council Members to review for suggested priorities. Don G. noted that he was surprised about how many local funding organizations existed.

... Regarding Kenton County Phase II, there were copies of the preliminary GIS analysis of Critical Areas for Protection and Restoration passed out. Ron asked about the process as he was working a transportation issue where the GIS info could be helpful.

Sherry reported on the progress of the web site. With the aid of a projector, she showed the web site to date and asked for suggestions. She explained that Kevin of Serendipity Design was going to add more pictures after content was finalized. Mike thought it would be good to have a link to certified arborist in our area. Sherry thought the web site could be up and running in the next week. She explained that Devin of CAE would be doing the web site update but Kevin would be used for the more technical aspects.

Tom reported on the March 9th Public Workers Tree Seminar. He passed out copies of the tri-fold that would be going out to all public works departments. The seminar will be concentrating on tree planting and pruning to train young trees.

Mark reported on the City Green Project in Campbell County. The Project covers the area along KY 27, between KY 536 and AA Hwy, which is scheduled for reconstruction. A presentation of the Project was going to be given to Campbell County Planning & Zoning on Feb. 14th. Mark was asked if there was going to be opportunity to work with KY Transportation Cabinet to possibly save some high quality trees. Mark said that they had to promise not to make such request but that if there was a chance to bring attention to some areas that were not directly in the path, but off along the edge of the right-of-way, that may be that could happen.

New Business

Kris asked for committee members to work on 2006 program planning. Copies of the Grant Proposal that is being funded by KY Forestry were passed out to decide what committees were needed.

.. Steve Myers, Kris and Sherry volunteered for the Pass Through Grant Program, Trees In Our Communities (TIOC).

... DJ was assigned the Newsletter project,

... Tom volunteered to chair the Public Workers Seminar

... Kris volunteered to chair the Arborist Program

... Sherry volunteered to chair, with Tom's help) the Series of Educational Programs

... Sherry and Kris offered to work on Marketing

... Don S., Don G., Kris, and Sherry offered to work on the Survey & Visioning Project.

Regarding Marketing, developing a small brochure about the Council is part of the project.

Don G. suggested that the brochure have the same look as the web site and asked about Kevin of Serendipity Design doing the layout. Sherry said she would ask him.

Regarding the Survey & Visioning, Sherry reported that she has spoken to Peter Lane of the Institute for Conservation Leadership. This group organized and facilitated such a project for the Urban & Community Forestry Councils of the Southern Region back in August of 2004. Peter is going to work up a cost and outline of services. Peter suggested that he would like to work with a committee of 3 - 4 individuals.

Next meeting will be Campbell County Extension.

Meeting adjourned.

Respectfully submitted,

Sherry Carran