

Meeting: NKUCFC Member Meeting

Date: March 15, 2017 @ 12 pm

Location: Kenton County Extension – Durr Annex – 3099 Dixie Hwy, Edgewood, KY

Chairperson: Crystal Courtney

Secretary: Tara Sturgill

In Attendance: Tara Sturgill, Michele Stanton, Mathew Frantz, Chris Kaeff, Kris Stone, Mary Ann Shultz, Joe Shaw, Gertrude Chambers, Steve Skaggs, DJ Scully, and Gina Ligon.

1. Welcome

Tara welcomed everyone to Northern Kentucky Urban & Community Forestry Council (the Council) member meeting and explained that she will be conducting the meeting, as the Secretary, due to the President, Crystal, had a death in the family and Vice President (VP), Rosie, is currently out of town. Tara explained that the current bylaws state that in the absence of the President and VP the Secretary leads the meeting. Tara explained that the pizza provided for the meeting is still being cooked in the oven and we will begin the meeting and then break when the pizza is ready, get food, get settled, and then return to the meeting topics.

Tara requested that those present go around the room and introduce themselves. Mathew entered and Tara asked for him to introduce himself and explained the reason she is the lead of the meeting. Tara explained that Crystal provided an agenda that went out to the listserv and that is has not changed. Tara submitted that they had a discussion prior to the meeting going over what she wished to present and discuss today, and apologized for not printing them for everyone. Tara read the agenda aloud to everyone present at the meeting. Chris interjected that Crystal asked him to do a quick Treasurer's report and asked that topic be put into the agenda. Tara agreed that she would add that to the agenda. Tara also submitted that due to leading the meeting and not being able to take minutes, the meeting is being voice recorded on her iPhone to be typed up at a later date.

2. Discussion and recap of last meeting

Tara gave a brief recap of the member meeting held on February 15, 2017 in which the bylaw changes were presented to the membership at-large. Tara explained the process of the Strategic Plan (Lori Garkovitch) over three planning sessions, Strategic Plan being drafted and adopted over the summer of 2016. Tara continued that from that Strategic Plan a Steering Committee was formed to figure out how exactly to implement the Strategic Plan – one of the goals of the Strategic Plan was to review bylaws and potentially make changes to make the Council more adaptable to the Strategic Plan. Tara explained that over the past few months the Executive Committee and Board of Directors have been proposing changes to the bylaws and the last meeting involved presenting the proposed bylaw changes to the membership as part of the amendment process outlined in our existing bylaws.

Tara explained that Crystal intended on the agenda to review the larger bylaw changes, though she will not be going through them line by line. Michele indicated to Tara the food was ready. Tara asked that everyone get some food, and get back settled, and the meeting will continue from here in a few minutes.

3. Review of poignant bylaw changes

Tara called the meeting back to order after approximately 10 minutes and continued discussing pertinent changes to the bylaws. Tara submitted that she is going to use the minutes from the last meeting to discuss what was overviewed in terms of large bylaw changes. Tara explained that it is important to note that the existing Council bylaws are 4 pages long and the draft of the proposed bylaw changes are 10 pages long. Tara explained that another non-profit's bylaws, KY Association for Environmental Educators (KYAEE), was consulted in order to pull some template language, therefore adding more pages to the Council's existing bylaws. Tara stated that nothing was removed except - Article IV. Section 4. Explanation of where membership will be sought from - which will be incorporated within a Procedural Document. Tara said the takeaway from this is that there is no language being omitted, only added, in order to make the Council more organized and make people who want to be members have a clear path to membership and potential benefits to membership that have yet to be outlined (part of the new documents to be drafted after the bylaw adoption).

Membership

Tara submitted that committed volunteers of the Council's program committees were not identifying as Council members. Tara presented that she was one of those people, after serving on Reforest NKY for a few years, she didn't realize that she was a member of the Council. Tara offered that the changes to the bylaws in terms of membership are to clarify the types of members that are a part of the Council. Tara explained that once the bylaws are approved then other documents will be drafted that will explain the benefit of being a member of the Council. Chris asked if he could interject that essentially the bylaw changes really only give the Board of Directors (the Board) the power to create, for example, membership dues schedules. Chris pointed out that the schedule is not actually included in the bylaws, and no monetary figure included in the membership section, it is just a guideline and those details (i.e., due schedules, etc.) will be ironed out in another document. Tara thanked Chris for his input. Tara put forward a topic brought up in the last meeting – bylaws are essentially not supposed to change very often by definition, the procedural documents are more often changed and done so more easily in terms of voting.

Membership Meetings

Tara offered that membership meetings would be changing as well. Tara pointed out that the program survey was submitted to the Council listserv in which approximately 50 people who identified as members of the Council answered questions regarding membership meetings, amongst other topics. Tara presented in an effort to cater to the requested meeting times the bylaw reflect the changes made to provide meeting times for all that are interested: 4 membership meetings – 2 daytime, 2 evening – with the potential of having the Trees in our Community (TIOC) Forum as the 4th evening meeting, or an additional 5th meeting – to be determined. Tara offered that the TIOC Forum will be the Council's opportunity to announce elected members, program review, financial report, etc., though different than the current TIOC program it will be considered our annual membership meeting that the public can also attend. Tara submitted that the meetings will be centered around professional networking, project

updates, needs assessment, etc., while less of a business meeting it will still include business, and there will still be “fun meetings” like tree walks, pub crawls, and the like additionally to the 4 or 5 scheduled member meetings.

Elections

Tara explained that nominations will be taken from the membership at-large for the Executive Committee and the Board in August, September bios will be supplied to the membership, and then voting will occur prior to the TIOC Forum, and election results (Executive Committee and the Board) will be announced at the TIOC Forum, and thank outgoing office holders as well. Tara asked Kris and Chris if there was anything else to add for elections. Chris submitted that was all he could think of as well.

Committees

Tara reviewed the creation of the Board in which the Executive Committee and members of the Board will collectively compile. Tara explained that those that were asked be a part of the Steering Committee had the opportunity to choose to be on the Board if they so wished with the current Executive Committee. Tara submitted that once the new bylaws are adopted then those members who are interested in becoming a part of the Board can do so following the new set-forth guidelines for succession in the bylaws.

Tara explained that in the past the Council had considered a “Committee” to be, for example, the Reforest NKY Committee which in fact is program that has a planning committee. Tara submitted that committees to be established from the bylaw changes will be Standing Committees of the Council which are Executive Committee (President, Vice President, Secretary, Treasurer, and the last President to serve a term) and the Finance and Audit Committee. All other programs will be considered Ad-Hoc Committees (i.e., Reforest NKY, Taking Root, Kentucky Roots) which will be set-up within the Procedural documents to be created. Tara clarified the members present that upon the adoption of the bylaws the Standing Committees will be the Executive Committee and the Finance and Audit Committee and all other programs will be set up within a procedural document as Ad-hoc Committees. Tara explained that the Board is in the process of defining what the Standing Committees will be doing with consideration of the Strategic Plan goals, and the timeline is such that the Board wants to define the duties of these Standing Committees prior to the general membership signing up for them, and more details are to come regarding needs on Standing Committees. Tara reiterated that this changing of the bylaws is the first step, in multiple steps, to create other documents to provide more structure and organization to the Council. Tara asked members of the Board and Executive Committee present if there is any additional changes that need to be brought up that may have not been discussed. Chris asked if there was a specific number of people on the Board. Tara agreed that had been done and looked in the bylaws for proof to display to the membership. Tara submitted that the minimum/maximum range for the Board was decided based on Lori’s input. Tara displayed the bylaw section discussing the Board minimum/maximum of “at least 10 and no more than 15” to display for the membership present. Joe inquired if there was a definition of the structure of those on the Board, in terms of certain amounts from industry, education, etc. Tara submitted that there was not any restriction on where the Board members should come from outside of 5 seats being held by the elected Executive Committee. Tara reiterated that the section that was removed to be placed into a procedural document discusses industries, professions, members of the community in which the Council targets for membership though they are no longer contained in the bylaws. Kris stated that the

Council will continue to seek those groups for membership and the list will be contained in a forthcoming procedural document.

DJ stated that he understood the need to create a minimum for the Board, though from years of experience with working with the Council and serving as an officer, he expressed concern with the minimum number of 10 due to the past inability to keep officers in their offices. DJ submitted that generally you can depend on your officers and at least one past president, and encouraged decreasing the minimum number for the Board to 4 or 5. DJ expressed that he believes it may be very difficult, given past experience, to fill the 10 seats needed for the Board when people have a lot going on in their lives outside of the Council. DJ said that if at least 10 Board members are needed to vote and get things accomplished, that may be hard if they don't show up to Board meetings and could be a limiting factor. Chris interjected that within the bylaw changes there is a new definition of a quorum to aid in circumventing this potential limitation. Tara searched the bylaws to find the section that defined quorum for the Council.

DJ agreed that having the Board minimum be larger than just the Executive Committee is desirable though in the past the officers are usually the ones that will be at a meeting when you need to get something up so it is pivotal that the quorum definition reflect that in order to get things accomplished. Chris submitted that once the bylaws are adopted there will be immediate openings on the Board for those that are interested and he doesn't think that filling those will be an issue. Mathew suggested that the minimum number for the Board may need to be brought down to 5, though maybe that can be done later if an issue is found to happen where there are not enough Board members to vote. Mathew submitted that this meeting may not be the place to do that and it may require placing it in a procedural document later down the line. Chris interjected that we are voting to either accept or reject these bylaws today. Mathew concurred that he understanding is that we are not making changes like that today, the hope is to adopt these bylaws today, and if changes are needed later it will be a much easier process to make subsequent changes using the Board.

DJ asked to see the section discussing the definition of a quorum. Kris suggested that Tara utilize the newly created Table of Contents to find the quorum section, Kris explained that addition by Crystal to the bylaws to make it easier to find the contents of the bylaws. Tara found the quorum section which states that a "majority of Board members must be present to conduct business". Chris clarified that a if there are at least 10 Board members than the Executive Committee plus one other Board member would constitute a majority, and therefore a quorum, correspondingly, if there were 15 Board members total then a quorum would require 8 Board members to conduct business and vote. DJ interjected that the quorum required for 15 Board members, in his opinion, will be tough. Kris stated that in other organizations that require a quorum similar to this, he is on the phone, calling people, assuring their attendance when it is time to make important decisions that require a quorum, in other words saying "Hey, you really have to be at this meeting." Joe inquired about alternate means for attending for those that cannot be physically present. Chris answered that yes, that had been discussed during the bylaw editing. Michele agreed that if that is allowed then that would really help in terms of the phone or Skype and may alleviate this concern. Chris explained that we have discussed putting the definition of "present" for a meeting within a procedural document to assure that those that conference call or Skype are considered as in attendance. Kris put forth that with the KY Exotic Pest Plant Council they will use iPhones on speaker to allow members of their Council to attend and interject in meetings that they cannot be physically present. Joe presented that

there are many National Councils that have governing members all over the United States and they allow for meetings to be held in conference and that shouldn't be an issue for our Council. Tara stated that the Board has discussed that "present" doesn't always necessarily mean "in the chair" it could mean on the phone as long as you are documented in the minutes as being present; the Board will not allow voting by proxy. Tara stated that the range of the Board members has been discussed in length and currently from the Steering Committee transition into the Board there are currently 11 Board members. Tara explained that the numbers were decided on because it requires that many people to run the organization because Board members are expected to take on Ad Hoc committees in order to take pressure of the Executive Committee. The number of Board members is in an attempt to ward off burn out over time which in the past has made people step away from the Council because they had too much responsibility. Mathew interjected that to have a quorum we would only require 2/3 of the 11 members to be present which seems feasible. Kris stated that communication is key in order to get Board members to the meeting to have a quorum. Mathew suggested that it can always be changed in the future and should not be an impediment to the decision that is on the table for this meeting of adopting the bylaw revisions. Tara pointed out that the number of Board members was discussed with Laurie Garcovich at length during the Strategic Planning and if a need arose to change it in the future we can amend the bylaws again, in fact after the bylaw revision adoption, it will be easier to amend the bylaws in the future for changes like that.

Mary Ann questioned a portion on Page 8 of the bylaws which mentioned an Executive Director and asked if that was a position for the Council in the past. Kris said that the Council did have an Executive Director in the past and we wanted to keep that in the bylaws for the potential to have an Executive Director in the future if funding would allow. Kris said that at one time the Council had significant grant funding for the KY Division of Forestry that allowed for hiring of an Executive Director in the mid-2000s.

Tara explained that the text in red within the bylaws are documents that are to come after the adoption of the bylaw revisions; documents that do not exist yet though will need to be created (i.e., the Constitution). Tara asked if anyone had any question after reading through the bylaw revisions. Michele interjected that she read that Board members are required to sign a Conflict of Interest policy and Michele asked what kinds of things would constitute a conflict of interest. Mathew gave an example using himself as a professional arborist, he would not be able to be on a committee that was involved with a contract for work because he could potentially bid on it. Kris interjected that is would be a matter of unfair financial gains. Tara explained that there is a Council Volunteer Agreement form currently that everyone who is member of the Council is supposed to sign, though she doesn't think that has been happening, within that form there is a clause that states that signing this form you agree to the conduct of a member of the Council which the conflict of interest is a part of it. Chris pointed out that if we adopt the bylaws today that at the next Board meeting everyone would need to sign that form. Tara said yes that is true. Kris said it is a requirement for all non-profits.

Tara asked for any further comments or questions. Tara checked to make sure that she had covered everything that Crystal had asked her to cover. Crystal wanted Tara to touch on the fact that the membership benefits will be included as part of the Procedural document that will be created after the adoption of the bylaws. Tara agreed that membership benefits will be a great thing for our organization and will require thoughtful discussion and drafting. Chris also pointed out that this membership benefit

outlining will be completed well before we would ever consider requiring membership dues. This Procedural document would go through an approval process as well. Tara asked for any further comments or questions.

4. Adoption of bylaws

Tara stated that at this point Crystal instructed her to ask for motions to approve the draft bylaws as presented today of the Northern Kentucky Urban and Community Forestry Council. Tara asked for a motion to approve the bylaws. Mathew motioned. Tara asked for a second motion. Michele seconded. Tara asks for all approved. The members present agreed with state "I". Tara asked for any opposed. No opposition. All approved.

Tara stated that if anyone has any further questions, Rosie and Crystal were pivotal in developing this bylaw document and could answer any questions. DJ asked if the Board plans to share the treasurer report with the general membership. Tara explained that the treasurer's report will be shared today at this meeting. Mathew asked if the summarization of the treasurer's reporting duties will be outlined in the Procedural document, Chris answered that would be the case. Chris said that the plan is to make the treasure's report at the annual TIOC forum. Tara stated in the past that Rachel would give a monthly review at normal business meetings and there will be a larger overview at the TIOC forum. Tara stated that will be something that is outlined by the Finance and Audit Committee which is a Standing Committee of the Council currently.

5. Financial Report – Chris Kaeff

Tara introduced Chris to complete his financial report. Chris explained that he took over the office of treasurer in January and the first recommendation given by the former treasurer, Rachel Comte, was to change bank due to the Guardian Bank that we are currently using didn't have very good online banking abilities. Chris explained that is still in transition and the Council currently have 4 accounts; checking and savings at Guardian and checking and savings at Huntington. Chris explained he is still in process of moving everything over due to recent events that have been associated with our running programs where registration was still linked to the Guardian account. He has been postponing closing the account until after all the events using the account for registration are completed as to not disrupt. Chris began the overview of the financial report that was provided to everyone present at the meeting. Chris explained the Year to Date (YTD) amount is a little skewed due to some scholarship monies that was appropriated for conference fees that we paid out the scholarships last year and received the reimbursement this year. So the bottom line is a bit high. Chris said so far we are doing very well. Chris asked that everyone turn to the next page that shows all the transactions YTD. Chris asked for any questions about this page. Chris asked for everyone to turn to the final page which shows the bottom line which is about \$5,600 plus \$460 in a Paypal account from the tshirt sales from Reforest NKY which he will transfer over. Chris included that he has a few outstanding checks for Reforest NKY supplies (i.e., banner) and a membership fee payment to a tree council. Chris asked if there were any questions. Michele asked what the attendance was for the PWTS, Kris answered that he thought it was 93 registered and 92 paid, one person did not show up. Chris said that sometimes it is hard to tell where monies come from for registrations as the sums just get deposited into the account which makes it harder to keep track. Kris said that some of those payments come in batches. Chris said he goal before the end of the year is to get everything transferred

over to the Huntington accounts and shut down the Guardian accounts. Chris said Huntington is much more efficient. Chris said the last thing he would point out is that it is tax season and he has been asking questions of the firm that has done our taxes in the past which he thought the firm did our taxes pro-bono but they don't; the fee to get the taxes done is about \$450 to do taxes. Chris asked if that sounded about right. Mathew said that he thinks he has seen a fee around that dollar amount for taxes in prior years. Chris asked if anyone had any objections to him getting the taxes completed. Mathew interjected that the report looked great and Chris had done a nice job. Mathew motions to approve the treasurer's report and Mary Ann seconded. Tara asked if all were in favor, all said "I".

6. Review of Board Goals for the coming year and ways for members to plug in

Tara explained the next agenda item was goal review for the coming year and ways for members to plug into the Council which are based on the Strategic Plan Year 1 Goals. Tara passed out printed copies of the Strategic Plan Year 1 Goals and reviewed (also inserted into the Minutes below).

Goals and Strategies

GOAL 1

Increase education of public employees, organizations and residents to appreciate the value of urban forests and understand how to design, establish and maintain urban forests.

- a. Assemble and evaluate available research-based information on the economic, social, and quality of life benefits of urban forests
- b. Develop multiple messages that can be deployed using different media outlets
- c. Improve and continuously update the NKUCFC web site
- d. Establish a speaker's bureau
- e. Develop a media kit that contains common information about NKUCFC and additional information on specific projects or programs

GOAL 2

Evaluate current and identify new programs to focus efforts on those that will strengthen and intensify the mission achievement of NKUCFC

- a. Convene a forum of representatives from cities in the region that do not have a forester to identify the kinds of assistance they would like to have access to through NKUCFC
- b. Implement an advanced training program for public works employees to complement the Public Workers Tree Seminar
- c. Continue to offer your basic Public Workers Tree Seminar
- d. Enhance the reforest program by strategically locating your efforts to produce adjacent reforested parcels with the goal of contiguous green spaces
- e. Continue to offer ISA Certification Scholarships and more actively promote their availability
- f. Annually evaluate the outcomes of the Fall dinner/TIOC to identify areas where you can enhance fulfillment of your mission
- g. Evaluate your capacity to provide consulting assistance to communities submitting TIOC and other grants to fund urban forest activities
- h. At member meetings, invest 10 to 15 minutes brainstorming program and fundraising ideas

GOAL 3

Evaluate the state of and changes in the urban forests in order to provide a benchmark for assessing the economic and quality of life impacts of these changes on the urban infrastructure

- a. In partnership with other groups, conduct a regional tree canopy assessment to establish a baseline of data
- b. Encourage all local governments in the region to include a tree canopy assessment as a routine component of community infrastructure evaluation
- c. In partnership with a University, seek funding to establish a regional tree canopy data base that can be used to evaluate changes and direct plantings
- d. Provide research-based information to local community leaders on the relationship between tree canopy and other infrastructure issues, such as: water quality, environmental quality, storm water management, transportation choices
- e. Provide research-based information to local community leaders on the impact of the tree canopy on social, health and economic equity (e.g., location of heat sumps)
- f. Initiate a landmark tree program that includes identifying and marking examples within the region
- g. Establish rapid response teams with diverse expertise to identify, warn of and address threats to the urban forests

GOAL 4

Identify public policies and programs that would encourage the design, establishment, growth and maintenance of urban forests

- a. Enhance the management and growth of the tree canopy in the region
- b. Highlight the importance of urban foresters by providing local governments with information on how many communities have this position or access this professional knowledge
- c. Evaluate the costs and benefits of establishing a civic foresters or tree stewards program to build support for urban forestry using the curriculum from Taking Roots – Civic Garden Center
- d. Encourage the implementation of a neighborhood adoption of street trees program

GOAL 5

Move toward a financially sustainable organization by expanding and diversifying your income streams.

- a. Set a target goal for the proportion of your annual income you want to be derived from grants
- b. Develop a list of grants that can fund tree planting and related activities and the submission dates so you can routinely submit on time
- c. Develop NKUCFC policies on how the grant fiscal agent will be determined, and how administrative fees be calculated and shared among partner organizations

GOAL 6

Enhance organizational structure and processes to assure efficient and effective achievement of mission and vision

- a. Revise by-laws to streamline them so as to facilitate the operations of the organization
- b. Adopt operational policies for the implementation of the mission and the by-laws
- c. Redesign the Board and Executive Committee according to the operational policies
- d. Establish standing committees with clearly defined areas of responsibility
- e. Finalize NKUCFC's membership policies and fees
- f. Develop volunteer job descriptions for key programs and organizational activities
- g. Increase the number and diversity of partner organizations
- h. NKUCFC has an opportunity to share a staff person with Taking Root for \$5,000 a year. An evaluation needs to be completed to determine the pros and cons of the cost-sharing option of sharing a staff person with Taking Root for \$5,000 year
- i. Formally adopt a strategic plan to guide the implementation of the mission
- j. Periodically review the strategic plan to update as needed

Tara explained that given the approval of the bylaw revisions the goals listed on page 4 are the next step in the Council's journey. Tara explained that Crystal wanted the goals reviewed at this meeting and get feedback on what the members thoughts for these goals would be. Tara reviewed the above goals with those at the meeting. Discussion of potential corporate sponsors: Fidelity, St. Elizabeth Healthcare, Amazon, etc. Kris explained that Amazon had reached out to Taking Root to find a school that would be a potential planting site of \$2,000 worth of trees in Boone County; Taking Root then reached out to Jessica Spencer and Kris himself for thoughts. Mary Ann suggested Longbranch and Cooper as options. Kris pointed out that this was an opportunity to make that connection with Amazon and it has the potential to grow further past just this planting. DJ suggested in terms of gaining sponsors and potential Reforest NKY event sites is to exclusively approach industries and commercial developments because public land is getting harder and harder to find. Kris also pointed out that eventually Reforest NKY would like to add a more urban set planting in the future. Tara stated that was part of the idea behind the merger of Reforest NKY and NKY Taking Root into one committee. DJ said the easiest way to get people to appreciate urban forests is to give them money to plant trees – DJ pointed out that offering a grant to communities and/or cities specific to tree plantings. DJ said that it would go a long way to giving the Council more of an identity and visibility in the community (e.g., NKUCFC gave us money to plant these trees here). The members present seemed to think this was a good idea, offering community grants to plant trees. Chris stated that he thinks it should be an ultimate goal for the Council to actually start spending money; he pointed out that the Council is non-profit and shouldn't be sitting on a lot of money all the time, we need to be spending money on our local community – grants for tree planting may be the way to do this. Chris said that the Sierra Club did a study that said a non-profit should not have any more

than 2 and a half times more than their annual operating budget in their reserves; Chris said we have approximately \$40,000 in our savings at this time. Chris said that if staff is a possibility then maybe we need to keep more of that money. Tara interjected that we had discussed with Rachel, the possibility of offering small Council grants for tree planting in the community potentially sponsored by Duke. The grant would carry the Council's name but also the sponsor because they would be the entity fronting the money for the grant, the Council would just hold it until the recipient is chosen. Tara explained that is model brought about the discussion of the potential need for a staff person to be able to coordinate that. Rachel suggested that the grant given by the sponsor would include the funding for a support staff person to run that grant program.

DJ said that benefit of membership is really important and possibly the corporate membership due would be used to fund a tree planting in the community, that in essence would be the membership benefit. Kris said that the Boone County Arboretum will be rolling out a grant program in the community. Joe brought up that the tree plantings provided by grants is a great idea but there needs to be some form of a maintenance requirement added as part of the program to promote survivability.

Tara indicated that all of the ideas presented as part of the discussion of Goal 5 were really great and will be documented in the minutes but she must request that we move on in order to get through the material that Crystal wanted covered before our meeting ending time of 1:30. Tara continued to review goals, moving onto Goal 6. Tara pointed out that with the approval of the bylaw today Goal 6.a. has been accomplished and everyone should feel good about that. Tara pointed out that the next steps are creating documents such as the Constitution and the Procedural documents. Tara indicated that Crystal wanted these Goals reviewed because the Strategic Plan is so important to where we started with the development of the Strategic Plan to now the implementation portion; Crystal wants you to be thinking about where you fit into the goals and what interests you to get involved. Tara said that we would love to get anyone plugged in and be able to use your talents for the benefit of the community with the Council. Tara indicated that the best way to get involved is to keep an eye out for correspondence on next steps and continue to attend meetings to see how to plug in with what is going to be happening as we try to implement the Strategic Plan goals throughout the next year and beyond.

7. Recap of recent projects

Tara transitioned into the next topic that Crystal wanted to cover which is a brief recap of some of the programs the Council has been involved with recently. Tara asked that Kris speak about The Great Tree Summit. Kris stated that the attendance for The Great Tree Summit was approximately 150 people at Boone County Extension on February 5. The speaker came up from Louisville to talk about making parks relevant in the urban landscape, some really great award ceremonies for individuals and entities that were very deserving, about 20 or so exhibitors were present. Kris said it was a great day and a lot of trees were gifted to the community throughout the day.

Tara asked Michele to give a recap on Public Workers Tree Seminar. Michele indicated that the PWTS was not held in Kenton County this year so she needed to defer to Gina in Boone County. Gina stated that they had 93 registered for the PWTS and everyone that attended really seemed to enjoy the program from the evaluations she had received. Gina said once she gets the evaluations tabulated she will make sure everyone who wants a copy gets a copy to refer back to for next year. DJ said that Campbell County

will hold the PWTS next year and he would be happy to have that information from Gina. The PWTS will be the second Thursday in March in Campbell County.

8. Upcoming project updates

Tara said that next we will quickly review and update on upcoming projects. Tara asked that we review the updates for Reforest NKY first, Kris said registration was at 230 volunteers for March 25th. Tara explained that we are selling tshirts this year during pre-registration rather than giving them out as an event gift. Kris indicated that we have sold over 100 tshirts, mostly adult tshirts. Tara lastly updated that The Boone Conservancy provided food and beverages again this year for Reforest NKY which is a rather large expense that doesn't come out of our budget for the event. Tara said registration is ending on next Monday. Tara also indicated that Starbucks in Fort Thomas donated coffee for the leaders during set-up; and this year we purchased hi-vis, reusable vests that say "Tree Leader" on the back for all of the volunteer tree leaders that help with the event in lieu of purchasing a different colored tshirt to differentiate tree leaders from volunteers coming to plant at the event. Tara said promotion this year is to wear your favorite Reforest NKY tshirt from years past to celebrate the 10th year anniversary. Kris said that the cut off is when registration meets 500 people, though he can make the deadline next Monday. Tara said that should be fine.

Tara indicated since Sarah Gracey was unable to attend this meeting we will postpone the update on the Kentucky State Urban Forestry Council.

Tara discussed the NKY Taking Root Action Teams initiative at the Mary Kathryn Dickerson Educational Grove at Tower Park in Fort Thomas, KY. Tara stated that the dedication ceremony is June 10th at 11 am. There will be refreshments provided and all are welcome to attend. Lorna Harrell is in the process of promoting it through the Conservation Districts and the Extensions so be on the lookout for that information. Joe offered to potentially donate a large tree to the MKD Educational Grove. Tara to provide Joe a list of approved species via email.

Tara opened the floor to anyone else that had any projects or information they would like to bring up to inform the group.

DJ indicated that he has a tree giveaway planned on the 26th from 6 pm to 8 pm to giveaway at least 6,000 trees. DJ said that the event is not promoted heavily outside of Campbell County because it is intended for Campbell County residents for trees to be planted in the county with the purpose to reforest Campbell County. DJ said it began as part of the initiative Sarah Gracey spearheaded a few years ago to give away trees to combat the deforestation done during the tornado that came through Piner, KY. The Extensions were given several thousand trees and it was very successful. DJ said that people really love tree giveaways and they are very successful. Kris asked if DJ wanted the Council to do a Constant Contact push, though he warned he cannot just focus on Campbell County with that push. DJ said he is debating that and would get back to Kris. DJ also added that the trees are mostly 2-year old as requested by the past participants.

Tara asked for any other updates. DJ said that a tree giveaway could be another fundraiser as a tree sale when you buy them in large quantities you get a discount. DJ even suggested getting a scout troop to pot

the trees and you can sell them for even more. Gina pointed out that the real expense for that is in the soil. Kris said that the Arboretum does a tree sale in the fall and then does a giveaway for Arbor Day anything that doesn't sell.

Joe suggested that a potential revenue stream for the Council that he had been thinking of for a long time would be trees of merit program could potentially clone some of the cuttings and sell the clones of the Champion trees or trees of merit to make some money for the Council.

Tara adjourned the meeting at 1:28 pm.