

**MINUTES OF THE
KEEP ABILENE BEAUTIFUL BOARD
September 5, 2012
Abilene City Hall – Basement Conference Room**

OFFICERS PRESENT

Stephanie Kraly, President/Treasurer
Ray Grothaus – President Elect
E’Lisa Smetana, Secretary

BOARD MEMBERS PRESENT

Carolyn Cockerell
Doug Hodel
Corey Ruff

BOARD MEMBERS ABSENT

Rob Bigham
Martin Garcia
Sarah Strom-Kieschnick

ADVISORY MEMBERS PRESENT

Bob Ervin, Environmental Recycling Center
Jon James, Planning and Development Services
Theresa James, Legal Liaison – City Attorney’s Office
Brent McClellan, Stormwater Services

COMMUNITY PARTNERS

None

GUESTS PRESENT:

Eric Mallet

Item I: **Call to Order.** Stephanie Kraly, President, called the meeting to order at 12:06 p.m. Ms. Smetana went through roll call for each member. A quorum was established.

Item II: **Approval of Minutes.** Discussion on the August 1, 2012 meeting minutes was held. Motion to accept minutes as read was made by Mr. Grothaus and seconded by Mr. Ruff.

Through roll call, motion carried unanimously.

Item III: **Approval of Treasurer’s Report.** Ms. Kraly presented an updated Treasurer’s report for July 2012 and the Annual Budget for October 1, 2011 thru September 30, 2012. Discussion was held regarding the financials and budget.

Current Bank Account Balance as of 06/01/2012	\$33,418.12
Deposits *outstanding	Interest \$.84, Allied Waste

	\$2,054.34 , *Allied Waste \$1,359.56, *Refund Westin KTB Conference \$14.57
Expenditures/Checks Written * checks outstanding	*Ck. #2226 & 2227 \$2595, Ck. #2220 \$250, Ck.#2225 \$270, *2251 \$58.50
Current Bank Account Balance as of 07/31/2012	\$ 34,953.30
Current Balance with Outstanding Checks & Deposits as of 07/31/2012	\$ 33,673.93

Mr. Grothaus made a motion to approve the Treasurer’s Report with the following changes of the 2012 July Expense Line Item “Tax 990/Audit” to “Tax 990/Financial Compilation” and change the Annual Budget “Bank Account Balance from June 30, 2012 to July 31, 2012”. The motion was seconded by Ms. Smetana. Ms. Kraly stated that the by-laws would need to be amended to show that change in the future.

Through roll call, motion carried unanimously.

Item IV: Action Items:

A. Discussion and Possible Approval of 2012-2013 Budget – Ms. Kraly discussed the proposed Annual Budget for October 1, 2012 to September 30, 2013. There was general discussion on the items including those that increased based on expenditures from the current year, audit versus compilation, donations, and reserve funds. A motion was made by Mr. Grothaus to accept and approve the 2012-2013 Budget with the following changes: move the \$3,000 recycling funds to donations for a total of \$13,000; increase the Tax 990/Audit line item to \$5250; change the expenses subtotal to \$31,710; and change the reserve funds to \$19,983.93. Ms. Kraly stated that once we get the September bank statement the balance forward would be adjusted to reflect the correct amount. The motion was seconded by Mr. Ruff.

Through roll call, motion carried unanimously.

B. Discussion and Possible Approval of funds for outgoing President’s gift – Ms. Eaves discussed the award for the outgoing President’s gift. A motion was made by Mr. Grothaus to approve \$20 to Craft Design for the outgoing President’s plaque and seconded by Mr. Hodel.

Through roll call, motion carried with one member, Ms. Kraly, voting in opposition.

C. Discussion and Possible Approval of funds for give-a-ways (vendor, amount, items) – Ms. Kraly discussed that at the August meeting the Board approved up to \$5,000 on giveaways items and authorized the Executive Committee to decide on the items. The items purchased were 500 stress releasing skunks from Proforma for

\$1,468; 6000 car litter bags from On-Target Promotions for \$1,696.12; and 5000 seed packets from Creative Graphic Solutions for \$1,210. The total amount spent was \$4,374.12. A motion was made by Mr. Grothaus to approve the sources, amounts, and items of the giveaways and seconded by Ms. Smetana.

Through roll call, motion carried with one member, Mr. Hodel abstaining.

D. Discussion and Possible Approval of donating trash bags and grabbers for the Mayor's Hike on October 20th – Ms. Kraly discussed the event. Grabbers will be borrowed and returned. Ms. Eaves stated that 120 trash bags would need to be donated to the event and what is not used would be returned. Mr. Grothaus asked how many grabbers did we have in storage and Ms. Eaves stated approximately 200. A motion was made by Mr. Hodel to approve the use of the grabbers and the 120 trash bags for the event with the motion seconded by Mr. Ruff.

Through roll call, motion carried unanimously.

Item V: Non-Action Items:

A. President's Report - Stephanie Kraly

Ms. Kraly thanked everyone for their help throughout the year.

B. Coordinator's Reports - Nicole Eaves, KAB coordinator

Ms. Eaves discussed the following items:

- The 2012-2013 Calendar was handed out. Items in blue mean the meeting dates have moved due to holidays, red means tentative dates, and green means fundraiser ideas. Starting with next month's meeting there will be an agenda item for discussion on fundraising ideas.
- The new 2012-2013 roster was provided. Ms. Castille resigned effective July 2012. Ms. Cockerell and Ms. Strom-Kieschnick have concluded their terms and will be rotating off at the end of September. At the current time we are down to seven board members. We do have two applications that have been submitted.
- Discussion was held on the West Texas Fair and Rodeo booth volunteer sign-up sheet.
- The Fall Clean-up is coming up on October 13th from 9 a.m. to 4 p.m. and sign-up volunteer sheets will be sent out.
- Included in the packet was a "Recycled Christmas Tree Decorating Contest" suggestion from Ms. Eaves. Board members were asked to review this and see if it was something to pursue in the future.
- Discussion was held on the Christmas Lane Setup.

- The West Texas Fair and Rodeo “Something from Nothing” contest was discussed.
- Discussion was held on a request for donation of grabbers to Ms. Susan Davis for a clean-up in the Sayles Street area. The Board asked Ms. Eaves to give her the eight grabbers for the clean-up.
- The Rotary Club of Abilene grant is available ranging from \$500 to \$5,000. This is due on September 28. Ms. Eaves asked for suggestions from the Board on ideas for this grant. The Board suggested recycling bins, trash-off event, school awards, or “Recycled Christmas Tree Decorating contest” and to go for the full \$5,000 amount. Ms. Eaves stated that she will put this together and get it submitted.
- Ms. Eaves thanked Ms. Cockerell for her service to the Board.

C. Committee Reports –

None at this time.

D. Community Partners Reports –

Mr. Ervin discussed the Fall Clean-Up coming up.

Mr. James discussed the new regulations on Community Gardens that the Planning and Zoning Board has passed. This will allow revitalization in areas.

Item VI: Adjournment – With no further business, the meeting was adjourned at 1:05 p.m. Next meeting will be held on October 3, 2012 at 12 noon in the Abilene City Hall in the Basement Conference Room.

E’Lisa Smetana, Secretary

Stephanie Kraly, President