

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

OFFICERS PRESENT

Ray Grothaus, President
Corey Ruff, President - Elect
E’Lisa Smetana, Secretary

OFFICERS ABSENT

Stephanie Kraly, Treasurer

BOARD MEMBERS PRESENT

Martin Garcia
Doug Hodel

BOARD MEMBERS ABSENT

Carolyn Cockerell

KEEP ABILENE BEAUTIFUL STAFF

Nicole Eaves, KAB Coordinator

ADVISORY MEMBERS PRESENT

David Jorgensen, Solid Waste Services
Theresa James, Legal Liaison – City Attorney’s Office
Jon James, Planning and Development Services

COMMUNITY PARTNERS

None

GUESTS PRESENT:

Eric Mallet

Item I: **Call to Order.** Ray Grothaus, President, called the meeting to order at 12:12 p.m. Ms. Smetana checked roll call for each member. A quorum was established.

Item II: **Approval of Minutes.** Discussion on the October 3, 2012 meeting minutes was held. Motion to accept minutes as read was made by Mr. Hodel and seconded by Mr. Garcia.

Through roll call, motion carried unanimously.

Item III: **Approval of Treasurer’s Report.** An updated Treasurer’s report for August and September 2012 was given to the Board. The Annual Budget for October 1, 2011 thru September 30, 2012 was not updated at this time. Mr. Grothaus discussed the auditor is waiting on these two reports to finish out the year. The 2013 Budget along with the October, November, and December financials should be available at the January meeting. Further discussion was held regarding the financials.

Current Bank Account Balance as of 09/01/2012	\$32,300.71
Deposits *outstanding	Interest \$.65, Allied Waste \$1,369.56, Allied Waste \$684.78, Refund Westin KTB Conference \$14.57
Expenditures/Checks Written * checks outstanding	Cks. #2228, 2229, 2230 - \$4,374.12
Current Bank Account Balance as of 09/30/2012	\$ 29,996.15
Current Balance with Outstanding Checks & Deposits as of 09/30/2012	\$ 29,996.15

Ms. Smetana made a motion to approve the August and September 2012 Treasurer's Report. The motion was seconded by Mr. Ruff.

Through roll call, motion carried unanimously.

Item IV: Action Items:

- A. Discussion and Possible Approval of funds for Business After Hours – Mr. Grothaus** discussed the Business After Hours. KAB will be partnering with Clearlight Inc. and the Fire Escape Inc. The event will be held at the Fire Escape in their outdoor area on April 18, 2013. Ms. Eaves stated that in order to reserve that date we need to pay \$350 to the Chamber.

After discussion, the motion was made by Ms. Smetana and seconded by Mr. Garcia for the Board to approve the \$350 to the Chamber of Commerce for the Business After Hours event for April 18th.

Through roll call, motion carried unanimously.

Item V: Non-Action Items:

- A. Discussion of Bylaw Changes – Mr. Grothaus** discussed items such as audit versus compilation, and outside company bookkeeping. Ms. Eaves discussed the need for seven board members to make changes along with a separate meeting to make the changes. She suggested we wait till we get new members since the board is currently at seven members total. Further discussion was held on this topic. Ms. James discussed the need to change the director of the department under which KAB resides and the duties of the treasurer with the addition of the outside company bookkeeping.
- B. Recycled Christmas Ornament Contest – Ms. Eaves** stated that Clack Middle School was the only one to submit a Christmas Tree. They will automatically win the \$250 dollars for the school award. Ms. Eaves asked that after the KAB meeting the board members need to go upstairs to judge the ornaments for the individual prizes

for the kids. There were roughly 42 ornaments submitted so the board needs to decide how many to award since only one school submitted.

- C. Event Planning** – Ms. Eaves discussed the need to pick a date for the Frisbee Golf Tournament. Mr. Ruff stated that he has been in conversations about the event and has got some help lined up. More information will be provided at the January meeting. We also need a name and logo for the event that will occur in March 2013.

Mr. Grothaus stated that the Keep Texas Beautiful Organization needs judges for the Governor's Community Achievement Award. Since we are not submitting for it this year that would be a good opportunity to learn what they are looking for by serving as judges. Mr. Grothaus wanted volunteers for this event. The Board would have to pay for the room and board for them to attend. Mr. Grothaus, Mr. Ruff, and Mr. Garcia expressed interest in serving as judges for the event which is February 28 and March 1st. Ms. Eaves stated she would also like to serve as a judge. There is an application process to serve as judges and must be completed by January 14th. Mr. Grothaus recommended that all four submit and we can decide at the January meeting how much travel funds to approve.

D. Coordinator's Report –

Ms. Eaves discussed the following items:

- January's meeting will be held one week later on the 9th.
- Christmas Lane is setup.
- On the Business After Hours we were going to rework the Business Awards and School Awards but those have not been done yet. In previous years the awards were submitted though-out the year and then winners were chosen before the events. At the Board retreat we discussed having four awards the water/energy conservation, engaging youth, recycling, and beautification. Ms. Eaves will send out the forms, we need to make changes, and then reply back to her with them.
- The Rotary Club had received 47 applications for their grant process and we did not receive an award.

E. Committee Reports –

None at this time.

F. Community Partners Reports –

None at this time. We will have the Fall Clean-up numbers at the next meeting.

Item VI: Adjournment – With no further business, the meeting was adjourned at 12:43 p.m. Next meeting will be held on January 9, 2013 at 12 noon in the Abilene City Hall in the Basement Conference Room.

E'Lisa Smetana, Secretary

Ray Grothaus, President