

**MINUTES OF THE
KEEP ABILENE BEAUTIFUL BOARD
June 5, 2013
Abilene City Hall – Basement Conference Room**

OFFICERS PRESENT

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

OFFICERS ABSENT

None

BOARD MEMBERS PRESENT

Martin Garcia
Doug Hodel
Eric Mallet
Charles Mitchell
John Weir

BOARD MEMBERS ABSENT

Stephanie Kraly

KEEP ABILENE BEAUTIFUL STAFF

Nicole Eaves, KAB Coordinator

ADVISORY MEMBERS PRESENT

Brent McClellan, Stormwater Services
Theresa James, Legal Liaison – City Attorney’s Office

COMMUNITY PARTNERS

Darah Waldrop, PIO - TxDOT
Joe LeBlanc, Adopt-a-Highway - TxDOT

GUESTS PRESENT

Scott Kilmer

Item I: **Call to Order.** Ray Grothaus, President, called the meeting to order at 12:07 p.m. Ms. Smetana checked roll call for each member. A quorum was established.

Item II: **Approval of Minutes.** Discussion on the May 15, 2013 meeting minutes was held. Ms. Smetana stated that there were some corrections to be made. On page 1 under the officers present Mr. Harwell needs to be moved up to that category and under officers absent “none” needs to be inserted. A motion to accept minutes as amended was made by Mr. Hodel and seconded by Mr. Weir.

Through roll call, motion carried unanimously.

Discussion on the April 3, 2013 minutes was held. A motion to accept minutes as presented was made by Mr. Ruff and seconded by Mr. Mitchell.

Through roll call, motion carried unanimously.

Discussion on the April 3, 2013 Bylaw meeting minutes was held. Mr. Mallet asked about the corporate seal and Ms. Eaves stated that they would have to order one. A motion to accept minutes as presented was made by Mr. Mallet and seconded by Mr. Weir.

Through roll call, motion carried unanimously.

Item III: Approval of Treasurer’s Report. Updated Financial Reports for March, April, and May 2013 were presented by Mr. Harwell. Mr. Harwell discussed the single source of income coming in from Republic Services.

Current Bank Account Balance (as of March 2013)	\$30,860.72
Deposits *outstanding	March Interest .75, Republic Services \$684.78, April Interest .56, Republic Services \$691.63, Republic Services \$691.63, Bridgestone \$250.00, May Interest .60, Republic Services \$691.63
Expenditures/Checks Written * checks outstanding	Ck. #2242 & #2243 \$3395.00, Ck. #2240 & #2241 \$499.27, Bank Debit \$17.39, Ck. #2245 \$175.00, Ck. #2247 \$300.00, Ck. #2244 \$200.00, Ck. #2248 \$88.50, Ck. #2246 \$292.78, Ck. #2249 \$817.00, Ck. #2251 \$443.51, Cash Project Redirectory \$200.00, Ck. #2253 \$555.00, Ck. #2252 \$850.00, Ck.
Current Bank Account Balance (as of May 2013)	\$26,038.85

Mr. Harwell discussed the year to date sheet titled “2013 Budget Variance Analysis”. This shows predicted revenue of \$15,020.00 with predicted expenditures of \$31,710.00 which equates to a negative balance of \$16,690.00. The only revenue being deposited is from Republic Services. There have been no fund raisers. He proceeded to say that if we spend what is predicted with no other revenue coming in then we will run out of money soon. Mr. Harwell presented a proposed budget amendment sheet that would get us back on track with our spending. The major cut would be in promotional items. He also discussed changing the names of some of the items to more closely match the tax returns and make it easier to file this coming year.

General discussion was held. Mr. Garcia asked about the Recycling Funds. Ms. Eaves stated that until the Board got back to fund raising and showing the City that we are moving forward that those funds would not be available and in addition they would probably not be available in the same capacity as before.

Ms. Smetana made a motion to approve the Financial Reports for March, April, and May of 2013. The motion was seconded by Mr. Hodel.

Through roll call, motion carried unanimously.

Item IV: Action Items:

- A. Discussion and Possible Approval of the Budget (Funding needs for any and all fundraising needs or ideas)** – Mr. Grothaus stated that Mr. Harwell has done a great job on preparing the budget proposal and it shows a need for fund raisers. Ms. Eaves discussed possible partnering with nurseries, sponsoring a 5K run, along with previous fund raisers that were done. Various ideas were discussed. Ms. Eaves asked that the Board members send her ideas of events that we can sponsor to make money. Mr. Mallet made a motion to table this item until next month and was seconded by Mr. Mitchell.

Through roll call, item was tabled until next month.

- B. Discussion and Possible Approval of Keep Texas Beautiful Conference (Request for KAB to cover parking expenses)** – Mr. Grothaus discussed that when we approved the Keep Texas Beautiful Conference fees the parking was not included. Ms. Eaves stated that there are two options: Valet Parking is \$35 per day or \$15 each time you come and go (this type is limited and on a first come first serve basis). A motion was made by Mr. Grothaus to approve up to \$35 plus tax per day for two board members for a four day period for parking for the KTB conference. He further stated that if the \$15 parking was available they would use that option. It was seconded by Mr. Mallet.

Through roll call, motion carried unanimously.

Item V: Non-Action Items:

A. Litter Index

Ms. Eaves discussed that it is time for the Litter Index again. This is a community survey where the Board members rate the areas of town based on trash and litter. She discussed that the town is divided into five areas and included in the packets were our assigned areas. This is needed by the next Board meeting and helps with our affiliate status. Ms. Eaves stated that for the past few years, Abilene has always been a two in the average of the scores.

B. Event Planning/Updates

- Disc Golf – Ms. Eaves discussed the disc golf fund raiser. The committee would be meeting again on Tuesday, June 25th at noon.

C. Coordinator's Report

Ms. Eaves discussed the following items:

- Electronic Bank Statements – This has been requested by Mr. Harwell so we should have access soon.
- Social Media Update – KAB has 53 followers on Facebook, 19 followers on Twitter, and both links have been added to our website.
- Trash-Off – We had 116 volunteers, 185 bags filled equal to approximately 3,700 pounds, spent \$200 for vests, \$300 for food, \$300 for radio (total \$800) also spent \$200 on grabbers which can be used for other events throughout the year. Bridgestone Bandag won the largest group with 32 volunteers. They also won last year.
- Project Re-Directory – Had seven schools that participated and 7,170 books were collected.
- Possible New Board Members - Three new potential members for KAB include Shane Johnson with KXVA/Fox Abilene, Elyse Lewis with Hendrick Medical Center, and Scott Kilmer with Abilene Christian University.
- Water/Sodas in the Storage Unit – The inventory of items in the storage unit include 360 water bottles, 92 diet cokes, 96 cokes, 96 sprite, and 25 coupons for free Nestle Pure Life Water multipack valued at \$5.10 (expires on August 31, 2013). Ms. Eaves would like to know what we need to do with these supplies before they go bad. Discussion was held. Mr. Grothaus volunteered to purchase all the items for an event that Republic Services has coming up next month. The purchase price would be discussed at next month's meeting.

D. Community Partners Reports

Ms. Waldrop introduced the new Adopt-a-Highway Program TxDOT employee – Joe LeBlanc. Mr. LeBlanc stated that he would be busy trying to organize and find out which groups are cleaning up where. He looks forward to working with us in the future.

Item VI: Adjournment – With no further business, the meeting was adjourned at 1:04 p.m. The next meeting will be held on July 10, 2013 at 12 noon in the Abilene City Hall in the Basement Conference Room.

E'Lisa Smetana, Secretary

Ray Grothaus, President