

**MINUTES OF THE
KEEP ABILENE BEAUTIFUL BOARD
July 10, 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
Shane Johnson
Scott Kilmer
Elyse Lewis
Eric Mallet

BOARD MEMBERS ABSENT

Stephanie Kraly
John Weir
Charles Mitchell

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

GUESTS PRESENT

None

Item I: **Call to Order.** Ray Grothaus, President, called the meeting to order at 12:08 p.m. Ms. Smetana checked roll call for each member. A quorum was established.

Item II: **Approval of Minutes.** Discussion on the June 5, 2013 meeting minutes was held. Ms. Smetana stated that there was a correction under Item III – Treasurer’s Report the last “Ck.” on the expenditures/checks written needs to be removed. A motion to accept minutes as amended was made by Mr. Harwell and seconded by Mr. Mallet.

Through roll call, motion carried unanimously.

Item III: Approval of Treasurer’s Report. An Updated Financial Report for June 2013 was presented by Mr. Harwell.

Current Bank Account Balance (as of June 1, 2013)	\$26,038.72
Deposits *outstanding	June Interest .39
Expenditures/Checks Written * checks outstanding	*Ck. #2255 \$500.00, Ck. #2254 \$500.00, Ck. #2250 \$742.56
Current Bank Account Balance (as of Month End)	\$24,796.55
Current Bank Account Balance (w/Outstandings ***as of Month End)	\$24,296.55

Mr. Grothaus stated that there was a correction - Craig Middle School needs to be removed from the Recycling Award. Mr. Hodel made a motion to approve the Financial Report for June of 2013 with the noted correction. The motion was seconded by Mr. Garcia.

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 – tabled 6/5/13) – Mr. Grothaus discussed some fundraising ideas. The Disc Golf Tournament might require too much capital up-front so discussion centered around a 5K Run. Ms. Eaves stated that there will be some funding needs associated with the 5K and we would be looking at perhaps a September date to host it. Ms. Eaves asked for a committee to discuss the 5K and would like to see Mr. Kilmer, Mr. Harwell, Mr. Ruff, Ms. Lewis, and Mr. Hodel from the Board along with Ms. Waldrop and Officer Waggoner serve. Further discussion was held. Mr. Grothaus asked that we table this item to give the committee time to come up with budget needs and a plan. Mr. Mallet made a motion to table this item until next month and it was seconded by Mr. Harwell.

Through roll call, item was tabled.

B. Discussion and Possible Approval of Funding to update the Office of the Secretary of State information for KAB – Mr. Grothaus discussed the need to approve funding to the Office of the Secretary of State for KAB information which is updated every four years for a cost of \$5.00. A motion was made by Mr. Harwell and seconded by Mr. Garcia to approve \$5.00 to the Office of the Secretary of State to update the KAB information.

Through roll call, motion carried unanimously.

- C. Discussion and Possible Approval of Scott Kilmer to develop and build KAB's communication avenues** – Mr. Grothaus asked Mr. Kilmer and Ms. Eaves to discuss this item. Ms. Eaves stated that Mr. Kilmer has a background in communication and we would like to improve what we put out to the community. Ms. Eaves asked that we give him access to Twitter and Facebook and also that we establish a communications committee that can help work on items such as redesigning the website, a new logo, a brochure telling the public what we do, and developing our award process. Volunteers for the Communications Committee include Mr. Mallet, Ms. Lewis, Mr. Kilmer, Ms. Smetana, and Mr. Grothaus. Mr. Garcia made a motion to give access to Mr. Kilmer to our KAB technology items and it was seconded by Mr. Ruff. Others with access to our technology sites include Ms. Eaves, Mr. Mallet, and Ms. Kraly.

Through roll call, motion carried unanimously.

- D. Discussion and Possible Approval of Changing to a consent agenda format** – Mr. Grothaus discussed the idea to put the minutes and treasurer's report under a consent agenda. These are items that are covered every meeting so it allows the meeting to move faster. Ms. Eaves stated that if you have a question about the item it can be moved from the consent agenda to the regular agenda and action can occur on it. A motion was made by Mr. Harwell and seconded by Ms. Smetana.

Through roll call, motion carried unanimously.

Item V: Non-Action Items:

A. Don't Mess with Texas Trash-Off Largest Group Award

Ms. Eaves discussed that Bandag won the award and we will be presenting it to them at the next meeting. Discussion was held. Decision was to hold the presentation out at Bandag. Ms. Eaves will work on a date and let the Board know. Mr. Hodel volunteered to take pictures of the presentation.

B. Event Planning/Committee Updates

Discussed in a previous agenda item – no additional updates at this time.

C. Coordinator's Report

Ms. Eaves discussed the following items:

- Board Retreat – Need to set a date for this. Discussion was held and a date of July 23rd from 4 to 7 p.m. was selected. The location will be determined and sent out to the Board members.
- Election of Officers – At the next meeting we will be selecting officers for 2013-2014 for President, President-Elect, Treasurer, and Secretary.
- Litter Index – The Litter Index is due today. Ms. Eaves will be compiling the information and sending it off.

D. Community Partners Reports

Ms. Waldrop discussed the West Texas Fair and Rodeo that was coming up in September. A committee would be meeting tomorrow at 10:00 a.m. to discuss ideas.

Item VI: Adjournment – With no further business, the meeting was adjourned at 1:09 p.m. The next meeting will be held on August 7, 2013 at 12 noon in the Abilene City Hall in the Basement Conference Room.

E'Lisa Smetana, Secretary

Ray Grothaus, President