

**MINUTES OF THE
KEEP ABILENE BEAUTIFUL BOARD**

July 9, 2014

Abilene City Hall – Public Works’ Conference Room (Suite 207)

OFFICERS PRESENT

Corey Ruff, President
David Harwell, Treasurer
E’Lisa Smetana, Secretary

OFFICERS ABSENT

Ray Grothaus, President – Elect

BOARD MEMBERS PRESENT

Shane Johnson
Elyse Lewis
Eric Mallet

BOARD MEMBERS ABSENT

Stephanie Kraly
Scott Kilmer
Charles Mitchell
John Weir

KEEP ABILENE BEAUTIFUL STAFF

Nicole Eaves, KAB Coordinator

ADVISORY MEMBERS PRESENT

Theresa James, Legal Liaison – City Attorney’s Office

COMMUNITY PARTNERS

None

GUESTS PRESENT

Ms. Molly Lenker, River Oaks Neighborhood

Item I: **Call to Order.** Mr. Ruff, called the meeting to order at 3:13 p.m. Ms. Smetana checked roll call for each member. A quorum of Board members was present.

Item II: **Consent Agenda.**

- 1. Approval of Minutes – Approval of Minutes from May 7, 2014 regular meeting.**
- 2. Approval of Treasurer’s Report from May 2014.**

An updated Financial Report was provided by Mr. Harwell and was included in the packets for May 2014. A summary is listed below.

Current Bank Account Balance (as of March 1, 2014)	\$35,291.28
Deposits *outstanding	Interest .62, Republic Services \$698.55
Expenditures/Checks Written * checks outstanding	Ck. # 2274 \$300.00, Ck. #2273 \$67.50, Ck. # 2276 \$274.00
Current Bank Account Balance (as of Month End)	\$35,348.95
Current Bank Account Balance (w/Outstandings ***as of Month End)	\$35,348.95

A motion was made by Mr. Harwell and seconded by Mr. Johnson to approve the consent agenda. Through roll call, motion carried unanimously.

Item III: Action Items:

Item G was moved up in the agenda.

- G. Discussion and Possible Approval of accounting for traffic triangle funds – a collaboration between the homeowners and Parks Department** – Mr. Ruff stated that the River Oaks Neighborhood has asked that KAB help with a project to beautify a traffic triangle in their area. The area is owned by the City of Abilene. They are working with the City of Abilene’s Parks Department and want KAB to partner with them. The neighborhood has raised around \$4,200 to use on this project and the Parks Department would be providing the installation and maintenance. Ms. Eaves stated that they need KAB to be the accountant for the project and distribute the money as the project moves forward. Mr. Ruff asked about any left over funding and what happens to that. Ms. Lenker stated that all the funding would probably be used but if there is any left then it may be used for a bench or something else that would be approved by the Parks Department. Further discussion was held.

Mr. Harwell made a motion to approve KAB’s involvement in this project and that KAB would serve as the accountant for the project. This was seconded by Ms. Lewis. Through roll call, motion carried unanimously.

- A. Discussion and Possible Approval of reimbursement of funds request by Eric Mallet for a sign made for Zoolute** – Ms. Eaves stated that pictures of the sign and the receipt were provided in the packets. Mr. Mallet discussed the event and the success of the KAB booth at it. Mr. Mallet stated that he had a banner made for “Toss it in the Bin to Win” that cost \$163.99 and he is seeking reimbursement on this. Mr. Harwell stated that this was a great project but the correct procedure to follow on this is to seek board approval before the purchase of items. He supports this purchase but doesn’t want to create a precedent. Further discussion was held.

Ms. Smetana made a motion to approve the expense of \$163.99 for the banner to reimburse Mr. Mallet. This was seconded by Ms. Lewis. Through roll call, motion carried unanimously.

- B. Discussion and Possible Approval of Updated Awards format** – Ms. Eaves stated that this item needs to be tabled.

Ms. Smetana made a motion to table this item. This was seconded by Mr. Johnson. Through roll call, item was tabled.

- C. Discussion and Possible Approval of \$100 for plants at the Rebecca Lane and Buffalo Gap recycling drop-off site** – Ms. Eaves stated that Mr. Martin Garcia is requesting funds to be able to purchase new plants for some that died over the winter at the KAB site located at the Rebecca Lane and Buffalo Gap recycling drop-off site.

Mr. Harwell made a motion to approve \$100 to purchase plants. This was seconded by Mr. Johnson. Through roll call, motion carried unanimously.

- D. Discussion and Possible Approval of New Programs Sponsored by KAB (Loot for Litter, Litter Free Business Campaign, Litter Letter Project)** – Ms. Eaves discussed some of the new programs that might be beneficial to KAB. A good number to start with would be around \$600 to kick off the Loot for Litter. It would start in October. This program pays people to clean-up areas that we select. Litter Free Abilene was discussed regarding businesses, schools, and citizens. This could be a potential fundraiser with businesses taking a pledge and paying a nominal fee to be part of this initiative. The Litter Letter Project uses rebar and wire to make words that are filled with trash to increase awareness. This could be words such as “Why”, or “Think” which helps people remember not to throw their trash away. Further discussion followed on the legal issues, how they would work, and potential benefits of these programs.

Ms. Lewis made a motion to look further into the feasibility of these programs. Ms. Eaves asked that we wait on this and she will gather more information. Motion died for lack of a second. Ms. Lewis made a motion to table the item. This was seconded by Mr. Harwell. Through roll call, item was tabled.

- E. Discussion and Possible Approval of a KAB debit card** – Mr. Harwell stated that the reason behind this is that on some purchases a check is not the most expedite way to purchase some things due to delays in acquiring signatures or problems such as hotels not taking checks. He checked with the bank and a debit card is not possible with a two signature required checking account.

No action was taken.

- F. Discussion and Possible Approval of repairs and maintenance for the trailer** – Mr. Ruff asked that Mr. Harwell discuss the trailer that KAB owns and the shape that it is currently in. Mr. Harwell stated that the tail-light is broken and a couple of the tires are flat making it unusable. Discussion was held on if the board wants to

sale it or repair it. Further information was requested on the trailer such as pictures and perhaps ideas on how we can use it.

Ms. Smetana made a motion to table the item. This was seconded by Mr. Mallet. Through roll call, item was tabled.

G. Discussion and Possible Approval of accounting for traffic triangle funds – a collaboration between the homeowners and Parks Department

Moved up on the agenda.

Item IV: Non-Action Items:

A. Committee Reports – Ms. Eaves stated no updates at this time.

B. Coordinator's Report – Ms. Eaves discussed the following:

Board Retreat – Need to have a ½ day of good brainstorming on the KAB goals, objectives, and where we want to be in the future. Training will be educational and informative. Date was selected of August 23rd from 9 a.m. to noon. Location will either be at Abilene Christian University or Hendrick Health System. She will send out information with the location as soon as details are worked out.

Litter Index – Still need one submittal.

New Board Members – We currently have two openings. We have three people that might be interested. Discussion was held on how to get people involved in KAB. A suggestion included sending out a Twitter feed on having board openings.

C. Community Partners Reports – None.

Item V: Adjournment – With no further business, the meeting was adjourned at 4:47 p.m. The next meeting will be held on August 6, 2014 at 12 noon in the Abilene City Hall in the Basement Conference Room.

E'Lisa Smetana, Secretary

Corey Ruff, President