

**MINUTES OF THE
KEEP ABILENE BEAUTIFUL BOARD
January 7, 2015
Abilene City Hall – Basement Conference Room**

OFFICERS PRESENT

Shane Johnson, President
Martin Garcia, President Elect
Scott Kilmer, Treasurer
Elyse Lewis, Secretary

OFFICERS ABSENT

None

BOARD MEMBERS PRESENT

Corey Ruff
E'Lisa Smetana
Elizabeth McAnally

BOARD MEMBERS ABSENT

Sylvia Holcomb

KEEP ABILENE BEAUTIFUL STAFF

Nicole Eaves, KAB Coordinator

ADVISORY MEMBERS PRESENT

None

COMMUNITY PARTNERS

Gary Chandler, Environmental Recycling Center

GUESTS PRESENT

None

Item I: **Call to Order.** Mr. Johnson called the meeting to order at 12:02 p.m. A quorum of Board members was present.

Item II: **Consent Agenda.**

- 1. Approval of Minutes – Approval of minutes from December 2014 regular meeting at the Abilene City Hall – Basement Conference Room**
- 2. Approval of Treasurer's Reports from December 2014.**

Updated financial reports, provided by Mr. Kilmer, were included in the packets for December 2014. A summary of those are listed below.

KAB General Account

Current Bank Account Balance (as of December 1, 2014)	\$36,019.28
Deposits *outstanding	Interest: \$0.60 Donation (Memorial Trees): \$100.00
Expenditures/Checks Written * checks outstanding	Storage Rental: ck#2286, \$540.00 Promotional Items (Pens): ck#2284, \$500.00 Christmas Ornaments: ck#2285, \$250.00
Current Bank Account Balance (as of Month End)	\$34,829.88
Current Bank Account Balance (w/Outstanding's ***as of Month End)	\$34,829.88

KAB Project Account

Beginning Bank Account Balance	\$1,765.87
Deposits *outstanding	\$0.00
Expenditures/Checks Written * checks outstanding	Barco Products: ck#1123 \$1,759.22
Current Bank Account Balance (as of Month End)	\$6.65
Current Bank Account Balance (w/outstanding's ***as of Month End)	\$6.65

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

Item III: Action Items

- A. No action items

Item IV: Non-Action Items

- A. **The Governor's Community Achievement Award** – Ms. Eaves provided a copy of the GCAA award submitted by Abilene last year and sample sections from cities who won last year's award. Ms. Eaves informed the board that other cities have switched to a bulleted format for the application and requested input from the board about moving to a bulleted format for the application. Mr. Garcia stated that in previous years the application was told in more of a story format, but as more communities were involved that the format has changed. Board discussion followed about the merits of changing the format, and consensus was reached that the award would be submitted in a bullet format. Ms. Eaves informed Mr. Chandler from the ERC that she will be contacting him for recycling data. Ms. Eaves reminded the board that Abilene has won the award 3 times in the past. Ms. Eaves provided feedback from 2014 GCAA judging, and stated that applications should include quantifiable data and school curriculum related to conservation, and board member trainings. Ms. Eaves requested board input on other areas for the application. Ms. Lewis suggested including Bridgestone Bandag in the partnerships section. Ms. Smetana suggested exploring community awards given by large retailers such as Lowes or Home Depot awards to potentially include in the application. Mr. Ruff stated that his continuing education related to landscape architecture is related to conservation and is applicable. Ms. Eaves requested that Mr. Ruff send her a list of trainings that could be included. Ms. Smetana suggested contacting Wylie ISD, home schools, and other youth organizations for curriculum samples that could be included. Ms. Eaves stated she has a contact with the Boy Scouts. Mr. Chandler stated he would be giving a tour to Girl Scouts of the ERC on January 26. Ms. Eaves stated that anytime tours are given at the ERC that she will take photographs to use for future documentation.

Mr. Johnson suggested that an ongoing GCAA committee would be helpful to keep track of related activities throughout the year. Ms. Smetana suggested that at each board meeting, a list titled Community Leadership and Coordination is compiled to keep track of GCAA activities.

Ms. Smetana suggested contacting gardening businesses for numbers related to keyhole gardens and litter prevention. Mr. Ruff suggested featuring ongoing Cedar Creek Waterway Project on the litter law question. Ms. Eaves stated that the information would be included in the answer to the question about community improvement and economic impact along with ongoing community garden activities at the Mercy health clinic. Mr. Kilmer suggested including the TxDOT beautification project on S. 1st Street. Ms. Eaves stated that the project was a grant-funded partnership between the City of Abilene and TxDOT, and expressed hesitance at inclusion because it is not landscaped with native friendly plants. Ms. Smetana suggested including ongoing parks planning projects. Ms. Eaves stated that the GCAA application can only include activities occurring January 1 – December 31, 2014.

Ms. Eaves requested that board members review the application guidelines and send any pertinent information to her so the CGAA committee can gather required information to complete the application.

- B. **Committee Reports** - Ms. Eaves stated that the communications committee has been working with the city IT department to get access to transfer the Keep Abilene Beautiful website to city servers. Due to a password error, it has not yet occurred.
- C. **Coordinator's Reports** - Ms. Eaves stated that board members had to be re-appointed, and she sent appropriate paperwork to the city office. Due to a clerical error, the updated board roster did not show Mr. Grothaus as reappointed because his paperwork was not submitted. Ms Eaves has contacted Mr. Grothaus, and he was not interested in reappointment due to a recent move to San Angelo. The board size is currently eight, meaning there are presently 5 board openings. Eaves stated that promotional items ordered have been ordered The bags have arrived, and she is still waiting on the cups. The key chains have not been ordered yet.
- Mr. Johnson proposed the creation of an events committee to assist with ongoing Keep Abilene Beautiful events. An events committee consisting of Mr. Johnson, Ms. McAnally, Ms. Lewis, and Mr. Garcia was formed.
- D. **Community Partners Reports** – Mr. Chandler reported that as of January 6, the ERC has received 348 live Christmas trees to recycle. Of the 348, 130 of the trees were brought from Home Depot.

Item V: **Adjournment** – With no further business, the meeting was adjourned at 12:53 p.m. The next meeting will be held on February 4, 2015 at 12 noon in the Abilene City Hall in the Basement Conference Room.

Elyse Lewis, Secretary

Shane Johnson, President