

**MINUTES OF THE  
KEEP ABILENE BEAUTIFUL BOARD  
July 1, 2015  
Abilene City Hall – Basement Conference Room**

**OFFICERS PRESENT**

Shane Johnson, President  
Elyse Lewis, Secretary  
Scott Kilmer, Treasurer

**OFFICERS ABSENT**

Martin Garcia, President Elect

**BOARD MEMBERS PRESENT**

Sylvia Holcomb  
Corey Ruff  
E’Lisa Smetana  
Elizabeth McAnally

**BOARD MEMBERS ABSENT**

None

**KEEP ABILENE BEAUTIFUL STAFF**

Nicole Eaves, KAB Coordinator

**ADVISORY MEMBERS PRESENT**

None

**COMMUNITY PARTNERS PRESENT**

Joe LeBlanc, TxDot

**GUESTS PRESENT**

Gary Chandler, ERC  
Zeke Herrera, ERC

**Item I:**        **Call to Order.** – Mr. Johnson called the meeting to order at 12:21 p.m. A quorum of Board members was present.

- Item II:**        **Consent Agenda.**
1. **Approval of Minutes – Approval of minutes from June 2015 regular meeting at the Abilene City Hall – Basement Conference Room**
  2. **Approval of Treasurer’s Reports from June 2015**

Updated financial reports, provided by Mr. Kilmer, were included in the packets for June 2015. A summary of those are listed below.

KAB General Account

<b>Current Bank Account Balance</b>	<b>\$35,650.13</b>
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<b>Deposits *outstanding</b>	<b>\$0.60 – Interest</b> <b>\$698.55 – Republic Services</b>
<b>Expenditures/Checks Written</b> * checks outstanding	<b>\$103.86, ck2303 – Taylor Country Health Dist- Mercy Garden</b>  <b>\$100.00, 2305 – Cooper Green Team</b>  <b>\$526.34, ck2304 – Abilene Christian Schools</b>  <b>\$35.00, ck2306 – Pepe Renew dry cleaning expense</b>
<b>Current Bank Account Balance</b> (as of Month End)	<b>\$35,584.08</b>
<b>Current Bank Account Balance</b> (w/Outstandings ***as of Month End)	<b>\$35,584.08</b>

KAB Project Account

<b>Beginning Bank Account Balance</b>	<b>\$681.15</b>
<b>Deposits *outstanding</b>	<b>\$500.00 - 6/1/15, River Oaks Circle multiple gifts</b> <b>\$160.00 - 6/2/15, River Oaks Circle multiple gifts</b> <b>\$150.00 - 6/4/15, River Oaks Circle multiple gifts</b> <b>\$100.00 - 6/8/15, River Oaks Circle</b> <b>\$30.00 - 6/8/15, River Oaks Circle</b> <b>\$100.00 - 6/9/15, River Oaks Circle</b> <b>\$100.00 - 6/15/15, River Oaks Circle multiple gifts</b>
<b>Expenditures/Checks Written</b> * checks outstanding	<b>\$0.00</b>
<b>Current Bank Account Balance</b> (as of Month End)	<b>\$1,821.65</b>
<b>Current Bank Account Balance</b> (w/Outstandings ***as of Month End)	<b>\$1,821.65</b>

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

**Item III:        Action Items**

- A. School Grant Application from Abilene Christian Schools – Ms. Eaves stated that Abilene Christian Schools is requesting the amount of \$399.00 that will be used for sod grass, flower barrels, and flowers to plant in barrels. Photographs and written documentation of how the site will be maintained during the summer months is included in board packets.

*A motion was made by Ms. Holcomb and seconded by Ms. Lewis to approve the request for funds. Through roll call, the motion carried unanimously.*

- B. Funds for Litter Free Business Campaign – Ms. Eaves stated that the first three businesses have signed up for the Litter Free Business Campaign, and that window clings must be purchased. She presented the following options for discussion: purchase 50 clings at a price of \$68.00 or purchase 100 clings at a price of \$88.00.

*A motion was made by Ms. Lewis and seconded by Mr. Ruff to purchase 50 clings at a price of \$68.00. Through roll call, the motion carried unanimously.*

- C. Adding a board Credit Card – Ms. Eaves stated that conducting business without a credit card has become a difficulty citing examples such as board members paying for hotel expenses or Facebook advertising on personal credit cards and receiving a check reimbursement at a later date. She stated that the credit card will not be used unless it has been presented to the board as an action item that has been presented and approved by the board. The treasurer will be responsible for the card. First Financial Bank offers a credit card without fees. Mr. Kilmer stated that checks will still be the preferred payment method for business, but a credit card will be utilized in situations when a check is not an option.

*A motion was made by Ms. Lewis and seconded by Ms. Holcomb to approve the addition of a board credit card. Through roll call, the motion carried unanimously.*

**Item IV:        Non-Action Items**

- A. **The Governor’s Community Achievement Award** – Mr. Ruff stated that he is working with a boy in the process of completing an Eagle Scout Project on the ACU campus. He will record progress and have pictures to share from the project. Ms. Eaves reported on GCAA educational sessions at the Keep Texas Beautiful conference, and ideas for ways to improve our future grant submissions.

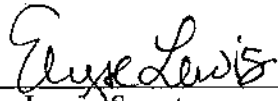
- B. **Committee Reports** – None

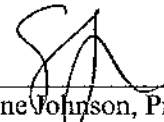
- C. **Coordinator’s Report** – Ms. Eaves stated that Litter Indices are due today. There will be no regularly scheduled August meeting. The August meeting will be held the same day as the Board Retreat on August 29, 2015. Mr. Kilmer reported that a grant is available for neighborhood associations through the Community Foundation of Abilene. Ms. Eaves stated that Bridgestone Bandag has contacted her about hosting another lake cleanup at Kirby Lake. Board members expressed interest in pursuing a Kirby Lake Cleanup in October. Ms. Eaves stated that we have received a letter from First Financial Bank stating that a \$2,000.00

minimum balance is required for our bank accounts, and that the Project Account will be subject to a \$5.00 monthly fee if the balance falls below \$2,000. Mr. Kilmer suggested moving \$2,000.00 to the project account to avoid a monthly fee. This will be added as an action item at the August meeting to make it official. Mr. Kilmer presented ideas for board member polo shirts. This will be discussed at greater length at the board retreat.

**D. Community Partners Reports** – Joe LeBlanc reported that he has bluebonnet seeds available if the Keep Abilene Beautiful board would like some to have. Gary Chandler reported that he is leaving his current position at the ERC, and introduced his replacement Zeke Herrera.

**Item V:** **Adjournment** – With no further business, the meeting was adjourned at 1:14 p.m. The next meeting will be held on August 29, 2015 at ACU – Vanderpool located at 1718 Campus Court, Abilene, Texas.

  
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Elyse Lewis, Secretary

  
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Shane Johnson, President