

**MINUTES OF THE
KEEP ABILENE BEAUTIFUL BOARD
January 6, 2016
Abilene City Hall – Basement Conference Room**

OFFICERS PRESENT

Shane Johnson, President
Martin Garcia, President Elect
Elyse Lewis, Secretary

OFFICERS ABSENT

Scott Kilmer, Treasurer

BOARD MEMBERS PRESENT

Elizabeth McAnally
Corey Ruff
Sylvia Holcomb

BOARD MEMBERS ABSENT

E'Lisa Smetana

KEEP ABILENE BEAUTIFUL STAFF

Nicole Eaves, KAB Coordinator

ADVISORY MEMBERS PRESENT

Michael Rice, Public Works
Paige Rudasics, Abilene Zoo
Srini Valavala, Stormwater Services

COMMUNITY PARTNERS

Joe LeBlanc, TX Dot

GUESTS PRESENT

Jennifer Hamel, A People Party Productions
Susan Feemster, AISD
Angela Paskell, AISD

Item I: **Call to Order.** Mr. Johnson called the meeting to order at 12:04 p.m. A quorum of Board members was present.

Item II: **Consent Agenda.**

- 1) Approval of Minutes – Approval of minutes from December 2015 regular meeting
- 2) Approval of Treasurer's Reports from November and December 2015

Updated financial reports for the KAB General Account, provided by Mr. Kilmer were included in the packets for November and December 2015. Financial report for the Project Account not provided for approval.

KAB General Account - November 2015

Current Bank Account Balance (as of November 1, 2015)	\$36,865.93
Deposits *outstanding	Interest: \$0.58 Republic Services Inc: \$698.55 Fundraising: \$901.00
Expenditures/Checks Written * checks outstanding	Insurance: \$813.06 (CBS Insurance-GL Policy) Marketing: \$130.00 (Dustin Pittman Design-Litter Free Business Stickers) Miscellaneous: \$750.00 (Christmas Lane)
Current Bank Account Balance (as of Month End)	\$36,773.00
Current Bank Account Balance (w/Outstanding ***as of Month End)	\$36,773.00

KAB General Account - December 2015

Current Bank Account Balance (as of December 1, 2016)	\$36,773.00
Deposits *outstanding	Interest: \$0.63 Republic Services Inc: \$698.55 Fundraising: \$275.00 Miscellaneous: \$494.52 (Redeposit of Unused Christmas Lane Funds)
Expenditures/Checks Written * checks outstanding	NA
Current Bank Account Balance (as of Month End)	\$38,241.70
Current Bank Account Balance (w/Outstanding ***as of Month End)	\$38,241.70

Mr. Johnson requested clarification about a possible extra \$1.00 in the fundraising account. A motion was made by Mr. Garcia and seconded by Ms. Holcomb to approve the consent agenda. Through roll call, the motion carried unanimously.

Item III: Action Items

- A. **Enviroscape table** – Ms. Susan Feemster, AISD Director of Sciences, and Ms. Angela Paskell, Science Specialist, discussed their proposal to purchase Enviroscape tables for use by AISD. Ms. Feemster detailed her proposal for the Enviroscape table and stated 15 elementary campuses in AISD serve approximately 1,200 5th grade students. She provided copies of TEKS curriculum requiring education related to water, runoff, point-source pollution and environmental education. She stated the Enviroscape table would be applicable to curriculum in multiple grade levels, not just 5th grade. She outlined the AISD check-out system that let teachers to view available teaching tools online and reserve for classroom use. Ms. Feemster will design a form for use by teachers to maintain the integrity of an Enviroscape table, if purchased. The proposal requested 2 tables: 1 for use at 7 campuses and the other for use at 8 campuses.

Ms. Holcomb requested information about how Enviroscape tables would be managed. Ms. Feemster stated that the tables would most likely be made available to each campus for a period of 1 week before being returned to the administration building for replenishment.

Mr. Jonson asked if KAB would be allowed to assist with education initiatives. Ms. Feemster replied that she can let KAB know when campuses are using the Enviroscape.

A motion was made by Ms. Holcomb and seconded by Ms. Lewis to approve \$1,660 expense to provide 2 Enviroscape tables for AISD. Through roll call, the motion carried unanimously.

- B. **Funds to partner with People Party Productions** – The KAB Events Committee has previously met with Ms. Hamel to discuss a spring event. Ms. Jen Hamel with A People Party Productions attended the meeting to discuss a KAB Spring event. Ms. Hamel outlined her proposal for the event including: event creation, event promotion, branding and social media management. Pricing includes: Event Coordination at a base rate of \$350 and additional fees for each item coordinated. Event branding includes graphic design work for event. Options for event promotion include internal KAB promotions or promotion through Ms. Hamel's A People Party Productions platform contacts. Social media options include building and managing an Instagram presence.

Ms. Eaves stated that the events committee wants to host the annual KAB Awards Celebration in conjunction with a St. Patrick's Day Green-Themed event. Awards recipients will include Bridgestone-Bandag, The Mill and the Cedar Creek Waterway Development. The event will be from 5:30-7:30 event. Mr. Johnson stated that the goal of this event is to increase KAB branding efforts. Ms. Eaves requested the board approve a budget for use by the Events Committee.

A motion was made by Ms. Holcomb and seconded by Mr. Ruff to approve a \$2,000 budget for the KAB Spring Event. Through roll call, the motion carried unanimously.


Item IV: Non-Action Items

- A. **The Governor's Community Achievement Award** – The following items were discussed to add to the GCAA application:
- Ms. Eaves is collecting information and putting together a draft of the GCAA award now. She anticipates having a draft for review by mid-January.
- B. **Committee Reports** – The following committees met since the last meeting:
- Events Committee: Committee activities were largely covered in discussion of the Awards event at The Mill.
 - Litter Free Business Committee: A meeting was set for Friday, January 8 at 1:30 PM. Mr. Johnson stated that he hopes to close out Litter Free Business campaign by the end of January.
- C. **Coordinator's Report** – Ms. Eaves reported on the following items:
- Malcolm Bramlett Memorial Tree Dedication: Mr. Garcia will check with the Bramlett family to see what works best for their family. More information will be provided when the date is finalized.
 - After School Programs: KAB is scheduled to present at Alliance after-school programs on January 21, February 4 and February 17. Martin and Elizabeth will present January 21. Shane and Elizabeth will present on February 4. Corey and Martin will present February 17.
 - Dyess Memorial Tree Project: Ms. Eaves is waiting for additional information about this project.
 - Awards: Award nominees include Bridgestone-Bandag, The Mill and the Cedar Creek Waterway Development. Ms. Eaves will proceed with ordering awards.
 - Project Account: Mr. Johnson will look into associated fees related to closing the KAB Project Account.
 - Treasurer: Mr. Kilmer is going to be unable to attend board meetings due to current family circumstances. He has requested to remain a board member and continue his duties as treasurer.
- D. **Community Partners Report**
- Mr. LeBlanc with TxDot reported he has wildflower seeds available to distribute.

Item V: Adjournment – With no further business, the meeting was adjourned at 1:19 p.m. The next meeting will be held on **February 2, 2016** at 12 noon in the Abilene City Hall in the Basement Conference Room.



Elyse Lewis, Secretary



Shane Johnson, President