

**MINUTES OF THE  
KEEP ABILENE BEAUTIFUL BOARD  
February 11, 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**

Sylvia Holcomb  
Elizabeth McAnally  
E’Lisa Smetana

**BOARD MEMBERS ABSENT**

Corey Ruff

**KEEP ABILENE BEAUTIFUL STAFF**

Nicole Eaves, KAB Coordinator

**ADVISORY MEMBERS PRESENT**

Srini Valavala, Stormwater Services  
Paige Rudasics, Abilene Zoo

**COMMUNITY PARTNERS**

None

**GUESTS PRESENT**

TBD

**Item I:**       **Call to Order.** Mr. Johnson called the meeting to order at 12:01 p.m. A quorum of Board members was present.

**Item II:**       **Consent Agenda.**

- 1) Approval of Minutes – Approval of minutes from the January 2016 regular meeting
- 2) Approval of Treasurer’s Reports from January 2016

Updated financial reports, provided by Mr. Kilmer were included in the packets for January 2016. A summary of those are listed below.

**KAB General Account**

<b>Current Bank Account Balance</b> (as of January 1, 2016)	<b>\$38,241.70</b>
<b>Deposits *outstanding</b>	<b>Interest: \$0.63</b>

	<p><b>Republic Services Inc: \$712.53</b></p> <p><b>Bridgestone, Bandag: \$100.00</b></p> <p><b>3<sup>rd</sup> Street Printing: \$100.00</b></p> <p><b>Abilene Zoo: \$100.00</b></p>
<p><b>Expenditures/Checks Written</b> * checks outstanding</p>	<p><b>Keep Texas Beautiful, (annual dues), ck#2322: \$100.00</b></p> <p><b>Sitzez Self Storage, (rents), ck#2319: \$540</b></p> <p><b>Double Diamond Signs (marketing), ck#2324: \$120</b></p> <p><b>City of Abilene, (marketing): \$200</b></p> <p><b>A People Party Productions, (grants and awards), ck#2323: \$1,285.00</b></p> <p><b>Big Country Stone, (Miscellaneous, Dyess Project), \$306.95</b></p> <p><b>Willow Creek Gardens, (Miscellaneous, Dyess Project), ck#2321: \$70.93</b></p>
<p><b>Current Bank Account Balance</b> (as of Month End)</p>	<p><b>\$36,631.98</b></p>
<p><b>Current Bank Account Balance</b> (w/Outstanding ***as of Month End)</p>	<p><b>\$36,631.98</b></p>

**KAB Project Account**

<p><b>Current Bank Account Balance</b> (as of January 1, 2016)</p>	<p><b>\$2,812.55</b></p>
<p><b>Deposits *outstanding</b></p>	<p><b>None</b></p>
<p><b>Expenditures/Checks Written</b> * checks outstanding</p>	<p><b>FFIN Paper Statement Fee: \$3.00</b></p>
<p><b>Current Bank Account Balance</b> (as of Month End)</p>	<p><b>\$2,809.55</b></p>

<b>Current Bank Account Balance</b> (w/Outstanding ***as of Month End)	<b>\$2,809.55</b>
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Ms. Eaves provided clarification, as requested at the January meeting, about the origin of the \$1.00 included in January's balance in the donations account. The \$1.00 resulted from the sale of Keep Abilene Beautiful's trailer in the amount of \$501.00. The trailer sale was unplanned; thus sale proceeds were placed 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. **Action Item 1 – March 17<sup>th</sup> event funds** - Mr. Johnson presented an update on behalf of the event committee about the upcoming March 17<sup>th</sup> event. Event funds totaling \$2000 were approved in January. The events committee has currently spent \$1,610.00, leaving a balance remaining of \$390.00. Mr. Johnson outlined the bid for alcoholic beverages, including green beer and sangria, at the event totaling \$914.25. He stated that the event committee is requesting an additional \$1,000 from the board to cover the beverage expense and for any other associated expenses. Ms. Lewis stated that the \$914.25 will be the only food or beverage expense incurred by the board because Republic Services has agreed to provide hors d'oeuvres for the event in the amount of \$1,500.00 or up to \$2,500.00. Ms. Eaves requested suggestions of vendors to seek catering bids from. Board suggestions included Vagabond Pizza; Nikki Grothaus; Haley Jo-on-the Go. Ms. Smetana requested clarification on the purpose of the event. Mr. Johnson stated that the event focus is Keep Abilene Beautiful branding. The event will also serve as the board's annual awards ceremony where the following awards will be presented: KAB Recycling Award; Mayor's Sustainable City Award; and the Donna Albus Beautification Award. Ms. Eaves provided clarification of associated event expenses that were paid to A People Party Productions. She stated that these expenses covered all graphic design, branding, and social media coordination associated with the event. Ms. Eaves shared a draft of the event poster to the board. During the event, attendees will be informed about KAB as a non-profit organization and KAB activities.

*A motion was made by Mr. Garcia and seconded by Ms. Holcomb to approve \$1,000 in funds for the March 17<sup>th</sup> event. Through roll call, the motion carried unanimously.*

B. **Action Item 2 – Project Re-Directory Award Funds** - Ms. Eaves stated that Project Re-Directory, a partnership between KAB and Solid Waste Services, is upcoming. She requested input on what types of awards the board would like to provide to participating campuses. In the past, KAB has provided \$100.00 for this initiative and each participating school received a tree donated by TXU Energy. Ms. Eaves included the letter sent to schools in the past in the board packets. In 2015, 14 schools participated and 14,424 phonebooks were collected. Mr. Johnson stated that he sees a need to increase the amount of cash awards to incent additional participation. Mr. Garcia suggested a tiered award approach that would award \$300, \$200, \$100 to first, second, and third place, respectively.

*A motion was made by Mr. Garcia and seconded by Ms. Smetana to designate \$600 to award to 3 Project Re-Directory winners: \$300 for First Place; \$200 for Second Place; and \$100 for Third Place. Through roll call, the motion carried unanimously.*

**Item IV: Non-Action Items**

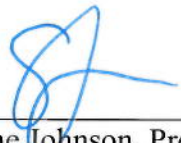
- A. **The Governor's Community Achievement Award** – The following items were discussed relating to the GCAA application:
- The GCAA application has been submitted. Ms. Lewis and Ms. McAnally wrote the 2015 award for submission.
  - A tree dedicated in honor of former KAB board member, Malcolm Bramlett, was held on January 27, 2016.
  - Alliance After School Presentation at AISD's Austin Elementary – February 4
  - Alliance After School Presentation at AISD's Jackson Elementary – January 21
  - Ms. Holcomb suggested ordering KAB pencils to use as prizes for future Alliance after-school presentations
- B. **Committee Reports** – The following committees met since the last meeting:
- Event's Committee: Committee activities were reported earlier in the meeting.
- C. **Coordinator's Report** – Ms. Eaves reported on the following items:
- February 17<sup>th</sup> – Alliance After School event @Taylor Elementary w/Mr. Ruff and Mr. Garcia
  - Litter Free Businesses – Incoming litter free businesses have begun to slow. A total of \$1,425 have been received to date, but we are still waiting on other commitments to come in. The Litter Free Business portion of the website is updated with logos of Litter Free Business. Initiative-related social media posts and website engagement has been mutually beneficial for KAB and participating businesses.
  - Dyess Memorial Tree Project – Plaques for this project will be installed on Thursday, February 18 in the afternoon. Let Nicole know if you plan to attend.
  - Trash Off – The DMWT Trash-Off is scheduled for April 9. Groups are encouraged to participate weekend of April 8-10
  - Spring Clean – Spring Clean will take place at the ERC on April 7-9<sup>th</sup>
  - Business Expo – Ms. Eaves will have information at the Chamber of Commerce Business Expo in March.
  - St. Patrick's Day Event – March 17<sup>th</sup> event at The Mill
  - AISD Enviroscope Tables – The Enviroscope Tables purchased by the board will be delivered today. There will be a future spotlight feature for kids
  - ACU – A group from ACU is conducting a water quality project. ACU students will be available to help with Enviroscope instruction and Alliance After School Programming
  - New KAB Infographic – Ms. Eaves included a new copy of the new KAB infographic in board packets. It includes stats of KAB activities completed in 2015.
- D. **Community Partners Report**
- Abilene Zoo – Paige discussed the Abilene Zoo's Exploration Days (educational events throughout the year). She shared a list of upcoming events in which the Abilene Zoo welcomes KAB involvement.
    - April 23 – Earth Day / Party for the Planet
    - May 28 – Get Out and Play Day
    - June 4 – World Ocean's Day

**E. Award Nominees** – Mr. Johnson stated that a monthly review of businesses or individuals eligible for KAB awards will help keep the award process in the forefront of board member minds.

- Ms. Holcomb suggested Litter Free Businesses

**Item V: Adjournment** – With no further business, the meeting was adjourned at 1:02 p.m. The next meeting will be held on **March 2, 2016** at 12 noon in the Abilene City Hall in the Basement Conference Room.

  
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Elyse Lewis, Secretary

  
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Shane Johnson, President