

**MINUTES OF THE
KEEP ABILENE BEAUTIFUL BOARD
September 7, 2016
Abilene City Hall – Council Chambers**

OFFICERS PRESENT

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

OFFICERS ABSENT

None

BOARD MEMBERS PRESENT

Corey Ruff
E'Lisa Smetana
Sylvia Holcomb
Gayla Fullerton

BOARD MEMBERS ABSENT

Elizabeth McAnally

KEEP ABILENE BEAUTIFUL STAFF

Nicole Eaves, KAB Coordinator

ADVISORY MEMBERS PRESENT

Srini Valavala

COMMUNITY PARTNERS

None

GUESTS PRESENT

None

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 August 2016 meeting
- 2) Approval of Treasurer's Reports from August 2016

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

KAB General Account

Current Bank Account Balance (as of August 1, 2016)	\$ 35,863.32
Deposits *outstanding	Interest: \$ 0.61 Republic Services Inc: \$ 712.53
Expenditures/Checks Written * checks outstanding	Miscellaneous: \$477.60– Harbor Freight-Trash Grabbers
Current Bank Account Balance (as of Month End)	\$ 36,098.86
Current Bank Account Balance (w/Outstanding ***as of Month End)	\$ 36,098.86

Mr. Johnson requested a change to the minutes to correct the meeting location.

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

Item III: Action Items

A. Litter Free Business Campaign 2017

Ms. Eaves provided updated information about the 2017 Litter Free Business Campaign with the changes discussed at the August board retreat. Ms. Holcomb inquired if KAB would assumptive send out renewal invoices for 2017. Ms. Eaves responded in the affirmative that the invoices would be sent around November.

A motion was made by Ms. Lewis and seconded by Mr. Garcia to approve the 2017 Litter Free Business Campaign. Through roll call, the motion carried unanimously.

B. Marketing Funds for window clings and logo decals

Ms. Eaves provided more information about this topic that was also discussed at the August board retreat. She stated that cost of window clings will be \$100. The logo decals were to be used for Adopt-A-Creek and Adopt-A-Street signs to replace an old KAB logo. Unfortunately, the current decals cannot be removed, and new signs with updated KAB logos are approximately \$175 each. Ms. Eaves suggested waiting to update logos until new signs need to be purchased. Mr. Johnson requested an audit of all current Adoptable Spots. Ms. Eaves stated that an audit of areas available for adoption is ongoing. Ms. Smetana requested clarification if a few logo decals are needed at this time for any other purposes. Ms. Eaves stated that at this time, decals are not needed.

A motion was made by Ms. Holcomb and seconded by Mr. Garcia to approve \$100.00 for the purchase of 2017 Litter Free Business window clings. Through roll call, the motion carried unanimously.

C. 2016-2017 Budget

Ms. Eaves stated that two options for the 2016-2017 budget are included in board packets for review. Ms. Fullerton provided the following explanation of the two budgets provided: Option 1 shows the board operating at a \$4,743.00 deficit. Ms. Fullerton proposed adoption of Option 2 which shows the board operating at a \$757.00 surplus. Ms. Eaves stated that at the August board retreat the board discussed leaving the budget the same as the previous fiscal year. She stated to leave the budget unchanged would require additional fundraising. Ms. Lewis expressed her wish to pass a balanced budget. Ms. Eaves recommended the following budget modifications for consideration: \$3,000.00 decrease in grants and awards; and a decrease in marketing expenses. Ms. Fullerton suggested leaving grants and awards at a higher level knowing that the board has discretion to spend or not spend funds. Ms. Smetana requested a carryover line item to show carryover fundraising income. Ms. Lewis and Ms. Smetana expressed concern with raising a higher fundraising amount without a 2017 fundraiser planned. Ms. Fullerton proposed passing budget that shows \$-4,743.00 in net revenue with the addition of a line item for prior year fundraising.

A motion was made by Ms. Fullerton and seconded by Ms. Holcomb to accept the budget by adding a prior year fundraising line item of \$5,000. 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:

- Media and press received for Lake Ft. Phantom Cleanup

B. Committee Reports

- a) No committees met since the last meeting. Ms. Eaves stated that future minutes will list board committees. Future committee reports will need to provide additional information about committee meetings and committee activities.

C. Coordinator's Report

- Existing Program Updates
 - Trees: To reach the 30th Anniversary goal of planting 30 trees, the board needs to sell 15 additional trees.
- Community Involvement Requests
 - Ms. Eaves stated that the city is looking for opportunities to donate to ongoing events, including roll off services for neighborhood cleanups. If the city assumes this role, there is potential to re-allocate roll offs donated to KAB by Republic Services. One way these can be re-allocated is to assist code-enforcement with cleanups.
- Ms. Eaves discussed board committees, and will provide clarification at the next meeting on who is on each committee. Ms. Eaves also requested volunteers for the fundraising committee. Discussion followed about future fundraising opportunities the board can consider.

- Ms. Eaves stated that Abilene Reporter News is going to do an article about KAB's 30th Anniversary.

D. Community Partners Report and Advisory Members

b) None

E. Award Nominees

The following items were discussed for award consideration:

- Frontier Vet Clinic located on Treadaway was nominated by private citizen, Janelle Dry
- Whistle Stop – I20 Service Road

Item V: **Adjournment** – With no further business, the meeting was adjourned at 12:54 p.m. The next meeting will be held on **October 5, 2016** at 12 noon in the Abilene City Hall in the Basement Conference Room.


Elyse Lewis, Secretary



Shane Johnson, President