

**MINUTES OF THE
KEEP ABILENE BEAUTIFUL BOARD
October 10, 2018 Meeting
City Hall – Basement Conference Room
555 Walnut Street, Abilene, Texas**

OFFICERS PRESENT

Brandon McAuliffe, President
Ashton Anderson, President-Elect
E’Lisa Smetana, Secretary

OFFICERS ABSENT

Gayla Fullerton, Treasurer

BOARD MEMBERS PRESENT

Sylvia Holcomb

BOARD MEMBERS ABSENT

None

KEEP ABILENE BEAUTIFUL STAFF

Paige Schneider, Stormwater Education & KAB Coord.

ADVISORY MEMBERS PRESENT

Kelley Messer, COA Attorney’s Office

COMMUNITY PARTNERS

Joe LeBlanc, TxDOT

GUESTS PRESENT

None

Item I:

Call to Order.

Mr. McAuliffe called the meeting to order at 12:07 p.m. A quorum of Board members was present.

Item II:

Minutes (September 5, 2018 meeting)

Not available.

Item III:

Agenda Items

1. October 2018 Treasurers Report

Not available.

2. Discuss 2018-2019 Budget.

Ms. Schneider said that she had gotten information from Ms. Fullerton pertaining to the budget stating she had no changes to propose unless the fundraising needed to increase. After discussion, there were no changes to the budget.

3. Update of Bylaws Discussion.

Ms. Schneider stated this was added to discuss any changes to the bylaws. She said we might need to amend the rules of order to match the City’s current procedures and the purchasing information that limits the board from getting a debit card. Discussion was held on the debit card. The board instructed Ms. Schneider to follow up on seeing what needed to be done to obtain a debit card or credit card and bring it back to the board. Also, Ms. Schneider was asked to email all the board members the current rules of order that the City uses.

4. Insurance Coverage.

Ms. Schneider discussed the history of KAB insurance and asked for direction from the board. The board asked her to follow up with insurance agents and get back to us on board liability insurance and event insurance. Ms. Schneider stated that for the Kirby Lake Cleanup we will be covered under the Stormwater insurance.

5. Donation and Sponsorship Discussion.

Ms. Schneider said this item was brought up at the retreat to get an option set up for donating to KAB on the website. Currently you can contact her and she can set it up for a monthly donation thru Square. She is working on getting permission from Mr. Scott Kilmer for access to the website WordPress. Also, she will look into Amazon Smiles to see what needs to be done for that donation platform. Ms. Schneider said that perhaps it would be good to have sponsorship levels. Ms. Smetana said she recommends that either the Fundraiser Committee or Event Committee get together and discuss options. After further discussion, Ms. Smetana and Ms. Holcomb will get together with Ms. Schneider and bring information back to the board.

6. Update on Revamping KAB Awards.

Ms. Schneider stated that KAB currently has three awards: the Donna Albus Beautification Award, KAB Recycling Award, and the Mayor's Sustainable City Award. After discussion, *motion was made by Ms. Smetana and seconded by Mr. McAuliffe to change the Mayor's Sustainable City Award to the KAB Sustainable City Award with the other two awards remaining the same. Through acclamation, motion carried unanimously.* Ms. Smetana stated that if the Mayor decides he wants the award to return to the Mayor's award then we would need to revisit this motion. The deadline will be December 31 to apply so Ms. Schneider will put together a press release to that effect. Ms. Schneider stated that the awards per the retreat would be presented at the business locations rather than a specific event.

7. Sporting Clay Shoot.

Mr. McAuliffe said that the only outstanding invoice for the Sporting Clay Shoot was for Stokes Auto Glass so he *made a motion that we close out the books with the note that the \$100 was not paid and this was seconded by Ms. Holcomb. Through acclamation, motion carried unanimously.*

8. Kirby Lake Clean-up.

- a. T-shirts – Ms. Schneider said that Stormwater has purchased 100 shirts for the event and they would be provided to participants.
- b. Update on Event Details – Mr. Valavala has looked into getting golf carts to make it easy to transport participants to parts of the lake. Ms. Schneider has provided an example participation card that shows quadrants of the lake so they can be assigned. She states that board volunteers are needed. The event runs from 8 am to 11 am. Bridgestone Bandag is partnering with us again to pick up the tires.
- c. Supplies - None needed at this time.

9. Fall Arbor Day.

Ms. Schneider talked about the Fall Arbor Day. Bridgestone Bandag donated trees last year. The event will be at Kirby Lake this year on November 3 at 10 am. She has put in a request to get the \$500 covered again by Bandag but has not heard back yet. KAB normally does a donation of an item for giveaways. Also we would need to approve the \$500 for the trees in case the donation from Bandag does not come thru. *Ms. Holcomb made a motion to approve the purchase of up to \$50 at Lowes and it was seconded by Mr. McAuliffe. Through acclamation, motion carried unanimously. Mr. McAuliffe made a motion to approve the \$500 for the purchase of 3 to 5 gallon trees for the Arbor Day event with a second by Mr. Anderson. Through acclamation, motion carried unanimously.*

10. Christmas Lane.

Ms. Schneider said that Christmas Lane setup will be between November 17 and December 5. She asked if there were any changes needed. None were presented.

11. Committee Reports

- a. Fundraising Committee – Report *(None)*
- b. Event Committee – Report *(None)*
- c. Executive Committee – Report *(None)*

12. Coordinator's Report

- a. Existing Program Updates

Ms. Schneider discussed the following items:

- i. Litter Index Results *(data provided in the packets)*
- ii. Adopt-a-Spot *(program is going well – details will be provided at a future meeting)*
- iii. Memorial Tree *(one memorial tree ordered)*
- iv. Marketing Report *(80 people read the report) Ms. Schneider will double check that it went out to the board members too.*
- v. Volunteer Report *(hours were reported for the past month)*
- vi. Other Program Updates *(Rain Barrel giveaway occurring on October 12th. She has updated the calendar and will send that out along with an updated Board roster).*

13. Board Member Recruitment.

Ms. Schneider will be presenting to the Rotary Club on November 30th and talking about the board openings. She also stated that numerous potential board members have exchanged emails with her expressing their interest. Also Mr. McAuliffe stated he has visited with people about the vacancies.

14. Governor's Community Achievement Award Update.

Ms. Schneider said that there will be a meeting for the GCAA design committee towards the end of this month or next month. Ms. Holcomb mentioned the downtown trash can program to add to the data tracking.

15. Award Nominees.

Discussed earlier in the agenda.

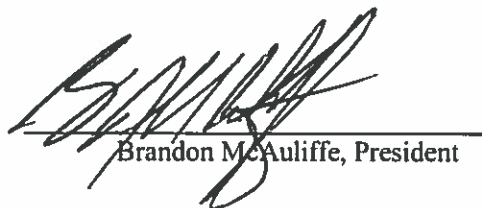
16. Public Comments.

Joe LeBlanc with TxDOT talked about the Adopt-a-Spot and Dyess Air Force Base looking for volunteer opportunities so he is forwarding those to KAB. He also stated that he is trying to get the TxDOT Maintenance Department at the next meeting so they can talk about roadway projects and updates.

Item IV: Adjournment. With no further business, the meeting was adjourned at 1:16 p.m.



E'Lisa Smetana, Secretary



Brandon McAuliffe, President

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