



Meeting Minutes

Tree Advisory Board (TAB)

Wednesday, 10 July 2024

6:30 PM

Virtual via Zoom

1. Call Meeting to Order @ 6:33pm

2. Roll Call and Verification of Quorum

- A. Brian O'Connor (Chair), present
Patricia O'Donnell, present
Jason Shimmel (Vice Chair), present
Claudia Smelko, present
Amanda Westendorf, present
Leanne Vielehr (Secretary), present
vacancy
- B. Erie Council Liaisons: Andrew Sawusch and Emily Baer
- C. Staff Liaison: Tom Read

3. Approval of the Agenda

- A. *Agenda Approved with modification to add Item F: Board Member Application*
 - a) *Motion: Claudia*
 - b) *Second: Jason*

4. Approval of Previous Meeting Minutes

- A. *Approval of the June 2024 Minutes with Brian's modification:*
 - 1) *Motion to Approve: Amanda*
 - 2) *Second: Jason*
- B. *Brian sends approved minutes to Erie Town Clerk*

5. General Business

- A. *Public Comment and Non-Agenda Items*
 - 1) *None*
- B. *Tree Walks*
 - 1) *June 28th - Reliance Park*
 - 2) *Low attendance, 2 residents who had both just recently moved to Erie from out of state.*
 - 3) *It doesn't bother Tom when there is low attendance, he still enjoys it*
 - 4) *Low attendance could have been due to location of park and it not being in a neighborhood*
 - 5) *Tom anticipates better participation in September 27th at Lehigh Park*
 - 6) *Tom would like to hold an October walk also. Brian asked if we could do a walk in Old Town in conjunction with 150th celebration. Would be mostly private tree focused. This would take a little more preparation but Jason is willing to help. Move a week earlier to mitigate risk of weather. Oct. 18th, meet at Town Hall and walk within a few blocks of Town Hall.*
 - 7) *Brian will reach out to Historic Preservation to see if they have any info on trees or want to join.*

- a) *They have a walking tour brochure that could be helpful*
- C. *TAB Newsletter/HOA Blast*
 - 1) *First edition looks great! Great text/context.*
 - a) *Edits:*
 - *Add a date/Volume #*
 - *Add zone info to Catalpa info*
 - 2) *Tom will send it out by the end of the week and add TAB to the list.*
 - 3) *Brian requested that it be printed so it can be put at the Rec Center in the flyer holder*
 - a) *Will need to add URLs for links in the PDF*
 - 4) *It will go out to ~780 email addresses.*
 - 5) *Tom will ask Ashley if we can add a Newsletter subscription link on the Town's TAB and Forestry page.*
 - 6) *Next newsletter will go out in October. We'll discuss it next month to get ahead of it so we can provide Tom the content in early October to promote the October Tree Walk.*
 - D. *TAB Fall Exhibit – Biscuit Day: Saturday, September 21, 2024*
 - 1) *Brian emailed the organizers to see if we need to pay the participation fee. Tom will need to submit the application and pay the fee if we do.*
 - a) *Hosted by Historical Society*
 - 2) *Brian, Claudia and maybe Jason to meet at Service Center to take inventory of TAB materials – July 31st @ 9am*
 - a) *Brian to send Town Clerk info to notice since we might have 3 or more board members*
 - E. *Other Business*
 - 1) *None*
 - F. *Board Member Applicate*
 - 1) *Received 1 application*
 - 2) *Brian to invite the applicant to attend our meeting next month to make sure it's a good fit for all.*

6. Adjournment @ 7:12 pm

- A. *Next Meeting: Wednesday, August 14, 2024 at 6:30pm*
Virtual via Zoom