



TOWN OF ERIE

645 Holbrook Street
Erie, CO 80516

Meeting Minutes - Final

Tree Board

Tuesday, April 16, 2019

7:00 PM

Community Room

CALL MEETING TO ORDER

ROLL CALL

PUBLIC COMMENT AND NON-AGENDA ITEMS

GENERAL BUSINESS

Review & Approval of February 2019 Minutes

Tree Buying Program

- Update to the program – Art and Rachel

Arbor / Earth Day 2019 Event

- 4/27/2019 – Sharon
- 5th Grade Poster Contest - Brian

School Outreach

- Update – Brian and Leanne

Future Direction

- "Should we promote native trees/native landscaping/low-irrigation landscaping throughout Erie?" - Tom

Discussions

MEETING ADJOURNMENT

CALL MEETING TO ORDER 7:01pm

ROLL CALL Brian O'Connor, Present

Tom Swihart, Present

Kim Tuck, Excused

Rachel Folger, Absent

Arthur Henderlong, Present

Sharon Clark, Present

Leanne Vielehr, Excused

Special Guests

Monali Mujumdar, Sustainability Board, Present

Mike McGill, Town Arborist, Present

PUBLIC COMMENT AND NON-AGENDA ITEMS

n/a

APPROVE March 2019 MEETING MINUTES

Moved to approve: Art

Second: Tom

Approved: unanimous

GENERAL BUSINESS

Resolution update “to encourage Town of Erie to adopt low-water/native landscaping plan”

Tom - all three boards (Sustainability, OSTAB, Tree) have adopted the resolution. Christiaan or the Town Manager should advise on how to move forward. Tom/Art will email Christiaan to see if they can meet with him and/or discuss next steps.

Audubon members interested in participating in discussion with Board of Trustees and Pollinator Action Network for support. Involved in a project with CU and could choose Erie as a site.

Front Range Wild Ones also interested in supported.

Mike mentions that we may have open space available for support.

New Arborist - will be setting up interviews soon. If board members are interested in meeting him, the interview would be during a week day. 90% of applicants are out of state. Mike will let us know of availability.

Arbor / Earth Day 2019 Event

Update to day of event details sent to exhibitors last Tuesday.

Flyers/Advertising:

Brian picked up the flyers.

Tell your neighbors, share event on facebook, next door community. Free trees, activities for kids, lots of exhibitors with information about sustainability, trees, gardening, environment, etc. Water bill advertisement has gone out. Parks Department event on Facebook exists.

Businesses by Safeway/Old Town: Art

King Soopers area: Brian

Library/Businesses near walgreens: Sharon

Businesses near Briggs entry: Monali

Tables:

Discussed placement of tables - Monali and Sharon decided that having parallel rows, perpendicular to the pavilion, no more than 4 tables per row would keep the traffic flow open in front of the pavilion and keep the exhibitors closer to the pavilion as opposed to a longer row of tables that edge the sidewalk. Map created and table labels made for day of event placement.

Total: 31 tables - 4 which will be using pavilion tables

Total 6-8 ft tables: 27

Total chairs: 50

Food:

Art ordered coffee from Cristos. They'll donate 100 cups. Town to provide cambro. Art will take two of them to Cristos on Wednesday prior. They'll fill up one and if we need another we can pick it up. Could announce that there is complimentary coffee from Cristos. Someone needs to pick up the coffee at 8am. Not easy to carry and leaks a bit. Call Cristos to let

them know if/when you need the second cambro filled up and ready for pick up. We paid \$30 for one cambro last year.

Water provided by drinking fountain.

Town can purchase: Pastries/cookies/fruit -

Giveaways - give winners colored cards denoting the type of item they won. Sharon will follow up with Tasha to see if those cards were ordered.

Exhibitors will arrive starting at 9am for the 10 am event start. Boards and town staff should arrive by 8am to set up. Ben Pfohls will be the Boulder Arborist to present the plaque.

Monali assembled a handout to give to exhibitors to help count participants. To save paper lets just use the raffle ticket and x3 for approximate amount of family members in attendance to give as the participant amount estimate.

Day of event assignments:

Time keeper - Brian

Oversee raffle (emcee will call numbers, need people to manage the items) - Brian

Usher - Sharon (Tree, Sustainability, OSTAB, will also have map for tables)

Emcee - Leanne

Coffee - Monali will ask sustainability board

Food table/monitor coffee needs - Monali will ask sustainability board

Mike will check if the town photographer will be available.

Posters - scanned by town. Mike will check if they've been printed. Brian checked on bin contents.

Need printouts for posters for tree talks, tree incentive event.

Schedule of events - 4 printouts for the sandwich boards to be placed on either end of the event. Plus one more on the pavilion. Mike may have something to hang stuff up.

Town preference to rotate parks in future years.

Rooms/weather - Tuesday - tree board staff will decide over email to keep or release the rooms so Art can notify the town on Wednesday.

Sharon assembling a basic calendar, task lists and templates for future years so others can lead the event without having to re-figure out what is needed. On Sharepoint.

Sharon will send out list of exhibitors to Tree Board and Mike McGill.

Sharon and Monali to verify if Front Range Wild Ones are also coming.

This is a non-selling event, but it is ok to accept donations for their organization.

Sharon to let exhibitors know

Tree Talk

May 11th - Crescent Park 10:30-noon - Tree Planting with Mike

Can do another planting event in the Fall.

Tom signed up for a water wise tree class with Resource Central.

Can also solicit topics for tree talks at the Tree Board booth. Mike could make a starter list for possible options. A frame with large paper. Mike to send something by Monday for us to look at.

School Outreach

Need to determine who can help out on various dates between town staff and tree board. Not readily doable with overly large groups of kids.

Mike to reach out to schools and find some better dates.

Mike would be interested in an outdoor learning center in the future.

Tree Buying Program

Boulder County program could augment what we are currently planning on doing. Deadline is over for now, but may have another opportunity in the fall. Set price is \$25 per tree. Recommended to just do our current plan now. Could determine if we do both later, or just one or the other.

Need a name for the new incentive tree purchase program. Group selected **Trees Across Erie** to complement the **Trees Across Colorado** name. Art passed around example advertisements. Erie tree logo in background with text forming a tree shape.

Tree Board Officer Positions

For consideration if anyone is interested in a position. Usually done every May because occurs after appointments occur in April.

Other Business

Boulder county board position. Art re-iterated that he was interested in the position but they said it is typically a staff member. Also town has a sustainability board that may be a better fit. Erie has never been represented on that board.

MEETING ADJOURNMENT: 8:19pm

Next Meeting

May 8, 2019, 7:00 pm

Community Room, Erie Town Hall