



TOWN OF ERIE

645 Holbrook Street
Erie, CO 80516

Meeting Minutes - Final

Tree Board

Wednesday, February 10, 2021

7:00 PM

via virtual meeting

<http://bit.ly/0210TreeBoard>

1. CALL TO MEETING ORDER

CALL MEETING TO ORDER 7:07pm

ROLL CALL

Leanne Vielehr, Present

Brian O'Connor, Present

Toby Hopp, Absent

Steve Garrison, Absent

Yusupha Jow, Absent

Patricia O'Donnell, Present

Sharon Clark, Present

Trustee Sara Loflin, Present

Patrick Plummer, Town Arborist, Present

PUBLIC COMMENT AND NON-AGENDA ITEMS

n/a

APPROVE January 2021 MEETING MINUTES

Motion: Brian

Second: Sharon

Vote: Unanimous

GENERAL BUSINESS

Arbor Day 2021 ideas

5th grade poster contest is still happening.

Brian will contact art teachers at the elementary schools.

Recommend \$50 per winning student per school. The schools pick the winning 5th grader from their school. Amazon gift cards is the easiest to do because the Visa gift cards takes some of the value. We've tried to get the home-schoolers before but they haven't been very responsive.

The town usually scans them before they are delivered to the capitol for the Statewide contest. We can also post on social media and the website.

Sara asked if we could get a local business to participate, possibly along with an Amazon gift card. Sara can ask DP's sweet life if they would be interested.

How to incorporate the education programs. Could we purchase more tree grow kits for the 1st grade teachers and classrooms? Provide instructions so the teachers could do the lesson. Patrick can order more supplies, seeds, soil, heating mats, domes, cups, posters, and order more, if necessary. How much lead time does Patrick need? Few weeks will be needed if this is desired by Arbor Day. Prefer to have a count of participation by teachers by first week of March so kits can be provided by beginning of April, so students can share progress by Arbor Day? How many teachers are interested and how many will be participating at a single time? Maybe stagger the participation? Are there digital .pdf posters about the tree life cycle that we can provide for the teachers to give to their kids for the lesson without having to order the original posters?

Brian will draft the letter and aim to get that out by the beginning of next week. Ask for which teachers want to participate and how many students so Patrick can start ordering by March 5th. We can deliver the kits on April 5th.

We should skip the 5th grade in person planting this year because of COVID.

Talk to the Arborist. Mike McGill's table has always been busy at past Arbor Days. Live Q&A, videos or mini-tree talks. People could pre-submit questions, or one at a time to ask live. 30-60mins on the Saturday morning of our typical Arbor day. That kind of format on zoom could be confusing. There are ways to moderate the questions rather than it being a free-for-all. Patrick would prefer that people register and provide questions ahead of time. Would occur on April 24th around 10am.

Leanne will investigate the options around having people pre-register for the webinar.

Planting instruction video. To be posted on the website. We've wanted to do this for a while, but can we do it this year? Would require coordination with IT to do the video.

Patrick will investigate and see if they are willing and able to do that this year.

Raffle. How to handle the raffle this year? To get people out to the parks, maybe do a scavenger hunt to get people out to see noteworthy tree that are in the community parks. Earn a raffle ticket per tree. Patrick can pick those 10 trees. We can decide what do they do when they get to the tree. Maybe they take a picture and send an email. Does the town have informational cards about the trees? Promote trees that do well in Colorado or in small yards. Or are Colorado natives.

Provide the list of trees, they have to find the park, find the tree, take a picture, email their contact info and picture to the official email address. If they share on social media, they get another raffle. But they would have to include their social media handle in the email and also tag the town with the specific hash tag so we can see it. Big question is how many people will participate. Maybe open it up to the Q&A participants as well. Raffle software can be found online we can use that to pick the winners. How do we distribute the prizes? There is no front desk staff. Maybe the winners don't get a choice and we raffle specific items. Maybe board members can label the items for the winners and gives a specific timeframe to pick up the items. We can give out less items this year. Someone needs to talk to Tasha about logistics on how to handle distribution. Gift cards cannot be bought with the money set aside for trees. If we have left over little trees, those cannot be planted as excess in parks, which require larger trees. Some trees could be donated to the raffle. We could also just deliver the items rather than have them pick it up at the service center. Leanne suggests 20 prizes. If we are unsure about participation versus budget, we can see how many participants there are, but not make the purchases until closer to drawing time and distribute the prizes after purchasing. Must be an Erie resident. Could cap the number of entries per person even if there are more trees and parks on the list.

Leanne will ask Tasha about logistics and what funds we have available and what kind of prizes we can get with those funds.

Patrick to provide the list of 10 trees in the next couple of weeks. FYI there are 12 parks.

May need an extra meeting in March for planning.

Erie Tree Board Webpage

Skip for now. There are some bad links on those pages. If we find any, send to Brian and he'll compile the list to send to Tasha.

Annual Report to BoT

Leanne previewed her presentation plan with the Tree Board members to include past work since our last presentation and our plans for the upcoming Arbor Day activity plans and existing tree programs.

MEETING ADJOURNMENT 8:44 P.M.

Next Meeting

March 10, 2021 7:00pm
Virtual