

TOWN OF ERIE

Tree Board Minutes

Wednesday, September 8, 2021 7:00pm

Virtual

CALL MEETING TO ORDER 7:04pm

ROLL CALL

Leanne Vielehr, Present
Brian O'Connor, Present
Toby Hopp, Present
Yusupha Jow, Present
Patricia O'Donnell, Present
Sharon Clark, Present
Open Position

PUBLIC COMMENT AND NON-AGENDA ITEMS

n/a

APPROVE August 2021 MEETING MINUTES

Motion: Yus

Second: Sharon

Vote: Unanimous

Erie Loves Trees

Site is live. Google Engage Erie. Needs promotion. Prizes were specified but not the timeframe of the drawings. 4 sweets cards and 3 tree certificates. Tree board members can submit for activity – just let staff know to ignore your username. Promoted on town facebook page – members can share it and like it, etc. Members to re-post once a week through October 15th and share with community pages. Save drawings until the end. Town can help with random name spinners for winners.

Leaf Composting

November 6th and 14th. Sign up sheet available for volunteers. 9am-12pm and 12pm-3pm. New flyer for advertising. We should also all advertise through nextdoor. Pumpkins will be accepted. Patty will find out if painted/glitter pumpkins are acceptable or if it's just plain pumpkins. People need to empty their own bags. Volunteers to direct traffic, welcome, hand out information. Water and snacks needed for volunteers. Sustainability will provide. ¼ pager handout will have info on sustainability board and

the other about tree board. Includes special events and general info. Tree board needs to assemble info for this. Patty will handle this. Tyler will figure out where the leaves go. People outside of the tree and sustainability boards can help volunteer. In previous years, sustainability took care of food.

Officer Election

Chair – responsibilities – determine agenda, send to Town Clerk a week ahead of time so they can post for legal notice. Sends out minutes for review if the secretary does not. Verbally run the meetings.

Vice Chair – generally point of contact, but that is typically whoever is most available to correspond during business hours.

Chair and Vice Chair should be staggered for appointment expiration. Advisable but not required.

Secretary – write notes/minutes. Send out to board members after meeting. After approval, send approved minutes to town clerk.

Marketing – general focus on advertising activities and coordinating advertising with town.

Nominations

Chair – Brian

Vice Chair – Patty

Secretary – Yus

Toby - Marketing

Motion to approve these nominations: Sharon

Second: Leanne

Vote: Unanimous

MEETING ADJOURNMENT 8:00 P.M.

Next Meeting
October 13, 2021, 7:51pm
Virtual