

Community Tree Council (CTC) Meeting Minutes

Meeting Date: January 10, 2021

Location: Webex online at: <https://youtu.be/X3d5Mam1Hmg>

**In Attendance -
Members:**

Holly Campbell, Rodney Walters, Lauren Ward, Patrick Perry, Victoria Goff, Phil Hale, Yvette Lane-Walcott, Jessica McClellan, Pam Knox, Ernie Cox, Mary Songster, Sarah Grizzle, Shawn Doonan, **(A Quorum Was Present)**



Staff, Guests, and

Ex-Officio Members: Lea Clarke (Georgia Forestry Commission), Eric Caubo (ACC Planning Arborist), Stacey Farrell (Executive Director – Keep Athens-Clarke County Beautiful), Edith Jackson (prior CTC member)

Absent: Joe Perloff, Mary Attaway

Call to Order, Introductions, and Welcome:

Jessie McClellan

4:00 - 4:05

- Welcome incoming President
- Welcome new members
 - Lauren Ward
 - Sarah Grizzle
 - Sally (Yvette) Lane-Walcott

Housekeeping (Secretary)

Rodney Walters

4:10 - 4:15

- **Roll Call Sign in (3 minutes):** Attending members and guests were listed on the attendance list
- **Action Item: Vote to approve the November, 2021 CTC meeting minutes:**
 - *A motion was made and seconded and approved by unanimous vote to approve the November, 2021 CTC meeting minutes as amended.*
- **2022 CTC officers**
Discussion and Action Item: Discuss nominees for the 2022 CTC President Elect and Treasure positions and vote to officially appoint the 2022 CTC President, President Elect, and Treasurer (Secretary position by ordinance is the ACC Forester)
 - *A motion was made, seconded, and approved by unanimous vote to elect Jessie McClellan as the CTC President; Patrick Perry as the CTC President Elect; and Pam Knox as the CTC Secretary for the duration of 2022 (Rodney Walters will continue to serve as the CTC Secretary as stipulated by the Athens-Clarke County Tree Ordinance).*
- CTC annual report is due to Mayor and Commission by the February (submitted by the previous 2021 CTC president).
- Jessie McClellan will also serve on the CTC Policy Committee during 2022

Treasurer's Report (Information – 5 minutes)

Pam Knox

4:10 – 4:15

- *A motion was made, seconded and approved by unanimous vote to accept the treasurer's report.*
(Treasurer's Report is attached at the end of the minutes)
- Pam reported that there were a few small donations (see report)

CTC Business (Executive and Steering Committees, Work Groups)

Jessie McClellan

4:15 – 4:30

- **CTC Executive Committee** {Jessie McClellan (chair), Patrick Perry (president elect), Pam, Rodney}
 - Discussion Item: discuss how/where/when to meet for our future meetings.
 - Set up blocks of time for online meetings

- **CTC Steering Committee (Executive Committee plus Committee Chairs):** **4:30 – 5:00**
 {Jessie McClellan (Chair), Patrick Perry (president elect), Pam, Rodney, Mary Attaway, Mary Songster, Holly Campbell}
 - Discussion about who the new committee chairs will be: Mary Attaway will serve as the CTC Promotions Committee Chair, Mary Songster will continue to serve as the CTC Policy Committee Chair, and Holly Campbell will serve as the CTC Education Committee Chair (as requested by the 2022 CTC President)

- **Educational Short and/or Forester’s Briefing:**
 - Non given
- **Landmark and Champion Tree Work Group:**
 {Shawn (leader), Edith, Joe P., Lea, Phil, Jessie, Patrick, Mary Songster, Rodney}
 - No discussion
- **CTC Trees for Tomorrow Work Group:**
 {Phil (Leader), Mary Attaway, Joe P., Rodney, Pam, Shawn}
 - No discussion
- **Grants Work Group and Fundraising:** **4:50 - 5:00**
 - Patrick will serve as the leader of this work group

- **Larry Morris Memorial Planting Work Group:** **5:05 - 5:10**
 {Shawn (Leader), Jessie, Joe P, Lea, Phil, Patrick}
 - Sign options? Thanks, Mary, for the work on the sign. Action item: Approve revision.
 - our Adopt Athens Application was approved by the Mayor and Commission
 - 1) Action Item: Acquire the understory shrubs to accompany the trees that we're planting. Joe & Patrick, can you remind me what those are?
 - 2) Action Item: Establish a work date for the project. My availability is: 01/22, 01/29, 02/12, 02/19, 02/26. How about you all?
 - 3) Mary Songster, thanks so much for designing the sign! I'm uncertain where we are on the latest revision but it looks like it's close to the approval phase.
 - Side Note: A Kingswood resident is going to make a bench for the site.
 - Site Prep (Meet next Monday at 9:00 AM at 480 Kingswood Rd)
 - Invite Kingswood neighborhood to join
 - Bring own tools (be prepared to do some work)
 - Pull privet
 - Stage mulch
 - Invite Mayor and/or Commissioner

- **Martin Luther King Day Planning**
 - In the future: call for projects (get on the list by November or October) to be officially involved with MLK Day

- **Arbor Day Celebration Planning**
 - Stacey has free trees (100 seedlings – dogwoods and red oak)
 - Location Options (investigate options and coordinate with Tree for Tomorrow Work Group)
 - Firefly Trail, Greenway Trail, or Kingswood Trail

- **CTC Committee Reports (Information and Discussion):** **Jessie McClellan** **5:05 - 5:25**
 - **Promotions Committee** {Mary Attaway (Chair), Lauren, Sarah, Joe Perloff, Tori}
 - Committee Function (Communications with the public (promote CTC, manage webpage and social media)

 - **CTC Policy Committee:**{Mary Songster (Chair), Jessie McClellan, Rodney Walters, Patrick Perry, Lauren Ward}
 - Committee Function (provide an advisory role to policy/ordinance changes)
 - Ex-officio members. There may be up to ten ex-officio members of the council. One representative from each of the following may be included:
 - (1) Athens Area Utility Coordinating Committee.
 - (2) Athens Area Homebuilders Association.

- (3) Athens-Clarke County Cooperative Extension Service.
- (4) Athens Garden Club Council.
- (5) Clarke County School District.
- (6) Federation of Neighborhood and Community Associations.
- (7) Georgia Forestry Commission.
- (8) Keep Athens-Clarke County Beautiful.
- (9) Oconee Rivers Greenway Commission.

Other organizations may be asked to send representatives as appropriate but the total number of ex-officio members shall not exceed ten.

- **Education committee:** {Holly Campbell (Chair), Stacey Farrell, Shawn Doonan, Sarah Grizzle}
 - Committee Function (Community engagement and Education – Schools and Public Tree Education)

Parking Lot Items: **5:25 - 5:29**

Meeting Wrap up – (1 minute) **Presiding Chair** **5:29 - 5:30**
 * *A motion was made, seconded, and approved by unanimous vote to adjourn the meeting*

Treasurer’s Report: January 10, 2022 submitted by Pam Knox

Money Market Account

Beginning Balance as of 11/8/2021	\$10,027.49
Interest 11/30/2021	0.16
Interest 12/31/2021	0.17
Ending balance as of 1/10/2022	\$10,027.82

Checking Account

Starting balance 11/8/2021	\$1,261.11
Deposit 11/19 donations	400.00
Deposit 1/6/2022 (Songster trees)	250.00
Ending balance 1/10/2022	\$1,911.11

PayPal Account AccTrees@athenstrecouncil.org

Beginning balance 11/8/2021	\$1,469.75
Deposit 11/9 (\$50-1.94 fee) J. Galis	48.06
Ending balance 1/10/2022	\$1,517.81

I hope to file our annual tax-exempt report by our meeting time on Monday, 1/10/2022 if the IRS web site comes back up.

I will try to get our annual report to Rodney by 1/12/2022 so he can provide it to ACC.