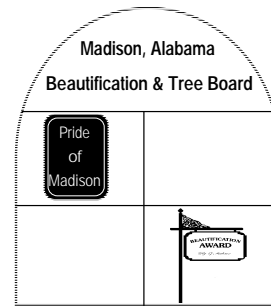


**City of Madison
Beautification and Tree Board
Monday April 15th, 2013
Conference Room, City Hall
6:00 p.m.**



Minutes

Board Members Present: Karen Lawler, Alice Tucker, Tom Irby, Lisa Thomas, Julie Ray, Dorothy Thomas, Meredith Kilby, Joe Hackett, Karen Forsyth and Ray Lewis.

Board Members Absent: Rose Berry, Linda Kinney, Councilman Gerald Clark.

Proceedings:

The meeting was called to order at 6:00pm by President Karen Lawler.

The minutes from the meeting on February 19th, 2013 were approved by the Board.

Finance report was provided by Lisa Thomas, Treasurer:

- \$ 18,320.73 (Beautification Board)
- \$ 7,551.71 (Tree Board)

Chamber of Commerce, Business Expo – Lisa Thomas

Lisa Thomas brought forward an offer from the Madison Chamber of Commerce that the Madison Beautification and Tree Board (MBTB) was being given a complementary booth at the upcoming Business Expo scheduled for July 27th at Dublin Park facility. The expo is scheduled from 10am-2pm, and the MBTB would be able to utilize this forum to promote any and/or all of the MBTB Programs. The MBTB members agreed this would be a wonderful opportunity to help educate Madison businesses and the public on the Board's ongoing activities.

Board Member Roles & Responsibilities – Karen Dugard

Karen Dugard provided a handout documenting all Board Member Roles & Responsibilities (R&R). All members were to review and provide any comments/questions/updates to Julie Ray prior to the next scheduled Board meeting.

Update of Board By-Laws & Handbook – Tom Irby

Tom Irby has been reviewing the MBTB By-Laws and brought forward suggestions to improvements, including a proposal that the Board officially elect officers in the fall time-frame (September/October)

instead of at the end of the year. Tom also suggested changes in the officer terminology to be more consistent throughout the document. The Board agreed that the suggestions were helpful, and requested that the suggestions be distributed to the Board members in order to expedite review and approval at the next scheduled Board meeting. Tom also provided a status as to where he was in updating the Board Handbook. The Board agreed to focus on the Handbook during the July and August timeframe.

Tree Board Updates:

Arbor Week Workshop Summary – Dorothy Thomas

Dorothy Thomas provided a summary report on the success of the Arbor Week Workshop. Two lucky participants were awarded gift certificates to the Catbird Seat and to Indian Creek Nursery, respectively. In addition, publications concerning tree selection, care and maintenance were provided, and a limited number of seedlings were also available. The speakers and topics for the workshop were as follows:

Getting Trees Started Right, presenter: Ken Creel

Trees that Withstand High Wind Conditions, presenter: Carol Umsteadter

Crape Myrtles and Pruning Best Practices, presenter: Stoney Gray

Dorothy stated that she has suggestions for how to better advertise next year's workshop. In addition, the Board agreed that the workshop should be scheduled for next February during the third week of the month, and Dorothy received approval to contact Dublin Park to schedule the event for that week.

PTA Tree Donation – Tom Irby

Tom Irby stated that the MBTB donated an Overcup Oak tree to the Madison Parent Teacher Association (PTA). The tree was planted at the Madison Board of Education building. In addition to the tree, the Board also donated a signature bench. The bench has been ordered, and will be installed in the June time-frame. Joe Hackett, Linda Kinney, Rose Berry and Tom Irby all attended the planting.

Dublin Park Tree Removal Status

Tom Irby stated that all designated trees had been cut down, although there was still cleanup that needed to be done. The park is now open.

Landscape/Tree Ordinances Update – Tom Irby

Tom Irby reported that there is a new person working on the ordinance update in the Madison City offices. As of the date of the meeting, the ordinance updates were still in work and there was no new information to report.

Beautification Board Updates:

Beautification Awards – Alice Tucker

Alice Tucker reported that all emails and hard-copy mailings had been sent to Landscapers and Home Owners Associations. The North Alabama Master Gardeners had been contacted with a request for judges. The day for judging properties was set for May 16th. Drivers were requested and Tom Irby, Karen Dugard, Julie Ray and Ray Lewis volunteered to help. Alice requested help for obtaining Tokens of Appreciation for the judges and Karen Dugard volunteered. The plan for May 16th was for the judges to arrive at the Madison Municipal Complex at 8:30am, receive instructions and then leave to judge the various properties on their allocated routes. At 11am, all judges and drivers were to meet at the Main Street Café in downtown Madison for lunch and final wrap up of the activity.

Beautification Awards Luncheon Update – Alice Tucker

Alice Tucker reported that this year's luncheon would be at the Best Western in Madison, and that the luncheon was scheduled for June 27th, 2013. Details were still in-work, with more information to come at the next scheduled Board meeting.

Pride of Madison

Ray Lewis provided input that he had received two new requests for Adopt-a-Mile routes. He also stated that an organization supporting an existing route was working with him to obtain a different location. Ray reported that he had successfully ordered new signs for any new requests.

Yards of Madison

Rose Berry was not present, but her status was provided to the team by Karen Dugard. Rose's status indicated that the Yards of Madison program was starting for this year. She has already submitted an article to the newspaper and has posted the information on the MBTB Facebook page. Now all she needs are nominations! All members need to provide Yards of Madison nominations to Rose Berry.

Meeting adjourned at 7:00pm

Minutes submitted by Julie Ray