

# Tree Board Meeting Minutes

Tuesday, April 12, 2011 (approved 5/10/11)

Seymour Library, 161 East Avenue, Brockport, NY

7:00 p.m.

**Attendance:** M. Blackman, I. Blount, K. Goetz (part-time), H. Heyen, R. Lair, T. Longstreth J. Matela, and J. Morris

**Handouts:** March 15, 2011 (unapproved) minutes, agenda

**Minutes:** The March 15, 2011 minutes were approved unanimously as amended.

## **1. Arbor Day Program, Planning**

- The 2011 Arbor Day flyer and a press release will be distributed to local news media, the *Daily Eagle's* calendar (College at Brockport, Office of Marketing Communications), The Lift Bridge Bookstore, and the Seymour Library
- Letters to Property owners where trees are to be planted on the public land by their homes on Arbor Day will go out the Monday before (4/25/11)
- The Tree Board plans to award a Certificate of Appreciation to Steve and Kathy Kepler of Sara's Garden and Nursery, a multi-generational family-run business on East Avenue, Brockport, NY, for their support of Village entities and organizations with their generosity for the benefit of Village residents and the betterment of the greater Brockport community. Sara's has contributed trees, flowers (at cost) towards Main Street hanging baskets (volunteer funds), and the Welcome Center (volunteer funds). All members will sign the certificate
- Use of the College at Brockport's Alumni House, Utica Street, will be requested (Margay). Refreshments will be handled by Jo Matela
- Margay contacted Sara's for securing three of the trees to be planted-- a London plane at #86 and #96, and a Sargent cherry tree on the front lawn of Hartwell Hall (donated by the College at Brockport's Dance Department for Sandy Caine)
- Margay asked if Harry Donahue would pick up the trees from Northern Nurseries, Fairport, NY for the Arbor Day planting. Linda Baker, Clerk, DPW, responded that Harry said no because it would have to be charged back to the Village (\$200), and because his workers had brush pickup in the Village that week. .
- Brockport's DPW will pick up the three trees donated by Sara's at their Garden and Nursery on East Avenue
- Rick Lair of the College at Brockport said he will find out this Thursday if he needs to go to Northern Nurseries that week. If so, he will pick up the (17) trees on Thursday, April 29, 2011, and bring them back to Brockport, and our DPW will bring them to the planting sites. Rick, who will demonstrate how to plant the trees to volunteers, will also provide his staff and tools for the digging on Arbor Day.

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- Margay will call Harry re: the stake-outs and UFPO (Dig Safely New York). She will get the stakes and Rick Lair will bring the paint to mark the sites on Thursday, April 21, 2011 at 8:00 a.m. They will be joined by Jackie and Kathy Goetz at the Alumni House on Utica Street that morning to do the stakeouts
- Ian Blount will stake out the 3 trees to be planted on Erie, South, and Spring Streets on Saturday, 4/23/11

**2. Budget: Arbor Day 2011**

- Kathy Halstead, treasurer of the Greater Brockport Development Corporation (GBDC), verified the money in the Tree Board Account on 4/14/11. The funds from tree money jars, checks, and cash are donations from organizations, businesses, and the public for tree purchases for the Arbor Day event. She and Margay concurred on the following:

-May 2010 Deposit of:	\$ 389.00
-June 2010 Deposit of:	48.00 “
-Nov. 2010 Deposit of:	1,711.00 (Fundraiser)
-Dec. 2010 Deposit of:	276.00
-Feb. 2011 Deposit of:	240.00
-April 2011 Deposit of:	<u>621.50</u>

**Revenue:** \$3,285.50 (GBDC, TB Acc't),

**Expenses:** \$3,090.40 (Northern Nurseries)

**Balance:** \$ 195.10 (GBDC, TB Acc't)

**Other:**

600.00 (Sara's donation/in kind  
3 trees @ \$200)

200.00 (ECOS, The College at  
Brockport, check to Rick Lair,  
to be planted on Hartwell lawn)

**3. Tee shirts: Arbor Day**

- Ian Blount has designed the 2011 Arbor Day tee shirt. Margay will send members an order form (prices and sizes, etc.) All orders and money will be handled by Mary Pat Musselman before and at the Arbor Day event.

**4. Other:**

- Members should be prepared at our next meeting, Tuesday, May 10, 2011 to come up with suggestions of the best sites to place our tree donation jars in the community

The meeting was adjourned at 8:30 p.m.

Hanny Heyen, Secretary