



## **WAKE FOREST URBAN FORESTRY BOARD**

### **MINUTES**

**January 14, 2013  
7:00 p.m.**

**Members Present:** Anna Faatiliga Berg, Sarah Hutchins, Will Opio, Mike Reischman, Brian Smith

**Members Absent:** Suzanne Beaumont, Brian Haines, Wayne Pratt, Charles Sheffield, Zachary Donahue (Ex-Officio)

**Staff:** Evan Keto, Urban Forester

#### **Call to Order**

The January 14, 2013 meeting of the Urban Forestry Board was called to order at 7:04 p.m. by Vice-Chair Hutchins.

#### **Approval of Minutes**

The minutes of the December 10, 2012 meeting were provided to the UFB with the meeting agenda.

**ACTION:** Will Opio moved to approve the minutes of the December 10, 2012 meeting. Mike Reischman seconded and the motion carried unanimously (5-0).

#### **New Business**

##### **Election of Officers**

Sarah Hutchins was nominated to serve as Chair of the Urban Forestry Board.

January 14, 2013 UFB Minutes

**ACTION:** Mike Reischman moved to close nominations for the position of Chair. Anna Faatiliga Berg seconded. Sarah Hutchins was elected to the position of Chair unanimously (5-0).

Anna Faatiliga Berg was nominated to serve as Vice-Chair of the Urban Forestry Board.

**ACTION:** Sarah Hutchins moved to close nominations for the position of Vice-Chair. Will Opio seconded. Anna Faatiliga Berg was elected to the position of Chair unanimously (5-0).

Evan will work with other staff to update the online roster of UFB members to reflect changes in membership and current Chair and Vice-Chair

### **Urban Forest Management Plan**

The Urban Forest Management Plan was discussed. Written edits were provided by Mike Reischman.

**ACTION:** Sarah Hutchins moved to approve the Urban Forest Management Plan, with the understanding that necessary edits would be made before adoption by the Board of Commissioners. Anna Faatiliga Berg seconded. The motion passed unanimously (5-0).

Mike Reischman and Anna Faatiliga Berg volunteered to represent the UFB at the Board of Commissioners work session on February 5<sup>th</sup>.

### **Old Business**

#### **Arbor Day/Tree Seedling Giveaway**

Evan and Anna Faatiliga Berg will meet with Cindy Ferguson, who is coordinating the Easter Egg Hunt. Evan Keto will create a list of contacts for organizations who said they could participate. Anna Faatiliga Berg will be in charge of arranging entertainment for the event. Brian Smith will look into purchasing reusable cloth bags, and approximately 50 shirts. Evan will provide Brian Smith with contact information for Capital Promotions, who created the shirts for last year's Arbor Day celebration. Sarah Hutchins will coordinate with Brian Haines and with Scout leaders to discuss their assistance with this event. Green Medal awards will be voted upon during the February meeting. By February 11<sup>th</sup>, we will have a list of current resources and plans and any remaining tasks to perform.

#### **Poster Contest**

Information on the contest has been sent to local elementary schools, with the exception of the Thales Academy-Evan will send this ASAP. Sarah Hutchins, Brian Smith, and Will Opio will perform the initial review of poster contest entries during the week of February 4<sup>th</sup> at a time and

date to be determined. They will select a group of the best posters, from which the winning entries will be selected during the UFB meeting on February 11<sup>th</sup>.

**Education and Outreach**

Evan will work with Brian Haines to prepare posters and handouts to help volunteers and visitors select appropriate trees for their yards at the Seedling Giveaway. There will be a signup sheet for the new Wake Forest Tree Stewards program.

**Volunteer Tree Nursery**

We are still waiting on the fence to begin construction. Evan will work with Ed Austin to add professional fence installation to the quote for replacing the pool fence. Public Works will pour a foundation for the cistern and deliver it to the site in the near future.

**IT-Apps**

The NC Urban Forest Council is looking into preparing a statewide urban tree selector webpage, which might work well as an App.

**Other**

Will Opio identified a tree with low branches along North Main Street. Evan will prune it.

**Adjournment**

The meeting was adjourned at 8:12 p.m.

\_\_\_\_\_   
Chair

\_\_\_\_\_   
Secretary