



WAKE FOREST URBAN FORESTRY BOARD

MINUTES

**December 10, 2012
7:00 p.m.**

Members Present: Don Daria, Suzanne Beaumont, Anna Faatiliga Berg, Brian Haines, Sarah Hutchins, Will Opio, Wayne Pratt, Mike Reischman, Charles Sheffield, Zachary Donahue (Ex-Officio)

Guests: Robert Anthony, Victor Lynn, Brian Smith

Staff: Evan Keto, Urban Forester

Call to Order

The December 10, 2012 meeting of the Urban Forestry Board was called to order at 7:00 p.m. by Chairman Daria.

Approval of Minutes

The minutes of the November 5, 2012 meeting were provided to the UFB with the meeting agenda.

ACTION: Wayne Pratt moved to approve the minutes of the November 5, 2012 meeting. Anna Faatiliga Berg seconded and the motion carried unanimously (9-0).

New Business

New Members

Prospective new members Robert Anthony, Victor Lynn, and Brian Smith were introduced, and discussed their qualifications and interest in serving on the Board.

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Urban Forest Management Plan

Voting on the final version of the Urban Forest Management Plan was postponed until the January meeting. Once approved, the plan will be presented to the Board of Commissioners.

Old Business

Education and Outreach

The NC Division of Forest Resources is not hosting an Arbor Day poster contest this year, and will instead hold a photo contest for 5th through 12th grade students. This year's theme is "Trees where I live", and the submissions will be made online, directly to the DFR. The UFB will continue the poster contest for children in grades 2-5, open to all Wake Forest area students. Evan will notify teachers and students ASAP, and the deadline for entries will be January 31st. Evan will ask Bill Crabtree to publicize the NCDFR photo contest.

IT-Apps

Ways to connect volunteers with available urban forestry volunteering opportunities were discussed. One option would be to create a smartphone or internet app; another would be to have a volunteer in charge of coordinating volunteers; a third option would be to create a one-way system where opportunities are presented online and contact information for staff is provided to interested volunteers. Currently, the Town has volunteers who assist with the Greenways program and at the reception desk, but there is no clearinghouse for all of the volunteer opportunities for the Town. If the Town collects personal information from potential volunteers, systems would have to be created to protect this information.

Volunteer Tree Nursery

Will Opio and Town staff met to discuss the installation of the cistern, and the layout of the site. Will has created a parts list to install the chain link fence, and once the fence is done, the work inside the nursery can begin.

Urban Forest Management Plan

All comments due by Friday, Dec 14. The Urban Forestry Board Chair, Director of Parks and Recreation, and Evan will present it to the Board.

Arbor Day/Tree Seedling Giveaway

Evan will provide the introduction, and send information on the Green Medal Award nominations with Bill Crabtree ASAP. Evan will check with Spring Concert series coordinators, and see if they have any artists who would like to perform. If lightly raining, canopies could be used at Joyner Park; if rain is heavier, the event will be held at Town Hall. An Information table containing tree info will be next to the seedling giveaway table. Due to liability concerns, the Town will not sponsor a moonbounce, but a portable bubble machine may be rented. Scouts groups will assist with the seedling giveaway. Anna and Sarah will contact the Chamber of Commerce, and Evan will ask Bill Crabtree to announce the event in weekly emails, Our Town newsletter, and press releases for local papers. Evan will look into whether we can have food trucks. Home Depot may sponsor a craft table, but it is important that it not create noise that will interfere with other

aspects of the event. Shirts will be scaled back this year in favor of other items, such as reusable bags. Award winners and volunteers may still receive shirts. UFB volunteers will help the Scouts at the seedling table.

Other Subcommittees

The Trees for Tomorrow program has been incorporated into the Management Plan. It was also suggested that a volunteer coordination subcommittee be created.

Outgoing Members

The Board thanked Chairman Don Daria for his leadership of the Urban Forestry Board

Adjournment

The meeting was adjourned at 8:25 p.m.

Chair

Secretary