



# Windy Hills - Tree Board

September 22nd, 2022 • Meeting Agenda

**Scott Breland**, Chairperson • (502) 727-8573 • [asbreland@yahoo.com](mailto:asbreland@yahoo.com)  
Meetings at 6702 Kingslook Ct.

**Kate Greer**, City Liaison • (502) 893-2059 • [katekgreer@gmail.com](mailto:katekgreer@gmail.com)

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9/22/2022 Minutes recorded and drafted by Erin Morris – in attendance: Scott Breland, Kate Greer, Erin Morris, Joyce Bridge, Kelly Egan (virtual), Nancy Ott-Nobles, Brianda Levering; absent: Caroline Westfall.

We discussed changing the standing meeting date to Wednesdays rather than Thursdays and there were no objections.

## **1. Introduction & Questions**

- a. Verify member information, food allergies, any accommodations?  
No changes made.

## **2. Previous Meeting**

- a. Watering of Westport Rd trees for the next two years.
  - i. Kate reported two bids from Adam and LawnCo and decided to go with LawnCo due to their methods and availability. Contact Steve with LawnCo (phone/email?). They will need a few days notice whenever we need watering and will plan to water trees on Westport and the shrubs planted around AT&T tower.
  - ii. Count # of trees on Westport – still need to do this baseline survey.
  - iii. Replace (2) Red Buds (confirm type) November - Plant Kingdom? Order ahead?  
Need Caroline's confirmation of type to order. Kate suggested we may be able to get lower price than Plant Kingdom by checking several other sources. Warranty may be a factor – check if PK still

offers their warranty on planted trees. Kate will continue to work on this before November.

- b. New trees on Ambridge Drive.
  - i. Letter reminding homeowners about watering/care of new trees over the winter? Yes or No? Kate has spoken to homeowners. Yes, we think this is a good idea – not sure if this was assigned to anyone.

### **3. Arbor Day 3-4pm**

- a. Schedule a day - 9<sup>th</sup> or 16<sup>th</sup> – October 9<sup>th</sup>, 2022 from 3:00-4:30
  - i. Tree Giveaway? Approve Sign-up form? – Tree giveaway form is good, but we may print it so that it can be cut into individual drawing entries. Scott will edit that if needed and print copies. Kate will make a certificate for the winner that includes the rules (max \$350, minimum mature height of 20', and species must be on approved list) – possibly offer the winner selection and placement advice from Caroline?
  - ii. Speaker from KY Water Ways to speak? Scott will follow up with Sarah Simmons about speaking (from Kentucky Waterways Alliance?) Kate will give Scott her contact info.
  - iii. Schedule with Pure Tab – n/a no need for this event.
  - iv. Police, Parking, Cones, & Signs.\_ - We do not have police traffic control currently, Kate will ask Mayor Helen to request Lyndon police as she is our police liaison. Scott is looking into getting approx. 10 yard signs printed with generic WH Arbor Day signage (we will be able to add date and reuse).
  - v. Snacks?\_Kate can provide the leftover cakes from the WH celebration as well as lemonade and water bottles.
  - vi. Nature themed handouts. – No one committed to this yet, but maybe find a simple Arbor Day information sheet from Arbor Day society etc.
  - vii. Additional? – Bri will bring a cooler and beverage tub, Kate will bring 1-2 coolers. We will need to get ice (some to fill tub for waters, some to serve with lemonade). Tables – Kelly, Joyce, and Bri have tables. Let the rest of us know if you need help transporting those. Goody Bags – Erin will provide some non-food tree themed items for goody bags as well as the supplies for kids to decorate their own bags. Nancy will provide additional snacks for kids goody bags – goldfish and gummy snacks. Kate will bring coloring books that we have from previous events.

**4. Database/connecting w/ homeowners**

- a. Collect Name, address, email, & phone numbers at each event. Use for drawings/giveaways, news & updates. – we will use our giveaway to start this database and will continue to use for future events.
- b. Social media? IG? Send in pics? Best pic giveaway? Kate lamented social media (understandably), but it may be a good idea to start an Instagram page controlled by Tree Board especially for pictures and to spread tree board information.
- c. General Tree Board email address for contact with homeowners? Kate will ask the City if they can set up a Tree Board email address that we can use to communicate with homeowners. This could be monitored by and forwarded to multiple people – we can discuss that further once it is set up.

**5. Schedule Next Meeting**

- a. One more meeting this year? November or December to discuss 2023 goals. November 17th or December 1st?\_We will meet Wednesday October 19<sup>th</sup> at 7pm for our last meeting of the year.
- b. Tentative date for Jan. first part of Feb.? Tentatively January 25<sup>th</sup>, 2023. Will discuss an early spring tree giveaway, setting up an easement survey of unsafe trees throughout the City (we plan to contract Caroline to do this), and any other outstanding or new business.
- c. Monthly or bi-monthly for 2023 meetings? No decision made yet.

**Notes**

Kate will arrange for the event reminder to be sent by email – will request one to be sent now and another to be sent on the Wednesday or Thursday before the event. It will also be in the WH newsletter before the event.

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Thank you for coming!