

# WINDY HILLS TREE BOARD MINUTES

March 19, 2025

In Attendance: Josh Ashley, Scott Breland, Sam Fluke, Kate Greer, Laura Trachtenberg, Caroline Westfall

Absent: Bob Jacobs, Terri Breland, Joyce Bridge

Zoom: None

Call to Order:

Time: 7:09 pm

Norms:

[Review Tree Board Norms](#) (enclosed below)

March Minutes Approval

Bridge motioned to approve January minutes. Seconded by Ashley.

Arborist Report (Westfall)

Update - Project committee: Ashley, Fluke, Jacobs, and Westfall met on the green. An inventory of all trees and a georeference for each tree was gathered. Options for the style of the label to place on trees were discussed and a budget of \$2,000 was suggested to complete.

Board Projects

- Surveying Project 2024 - Continue the work of surveying current trees within the right of way for a tree inventory. The inventory will include tree number, quantity, size, species, location, condition, and recommended action. The estimated completion date is June 30, 2025.

Volunteer Hour Tracking

April - May volunteer hours collected.

### Arbor Day:

Arbor Day celebration was postponed. Kate suggested September 21st for the Arbor Day celebration. The board agreed to the date after researching local calendars for conflicting events.

- Tree Disease Facts and Display (Ashley)
- Ice Cream from 5-6 pm (Greer)
- Tree Raffle (Breland, S)
- Community Sign Up & Tree Bag giveaway (Breland, T)

Breland, T will reach out to the board members on April 9th and May 7th to ensure that everyone has the resources needed to make Arbor Day a success.

### July 4 Celebration July 4th:

- Activities to include:
- Signup for a raffle of One complimentary tree consultation (1 hour) (Westfall)
- Coloring books and crayons (Westfall & Breland, T)

### Tree Board Inventory

The Tree Board has 75 bags with WH logo left for giveaways.

The Board will consider the purchase of additional promotional items for future use. Breland, S will look for good value promotional items.

\*Send items for new business discussion to Scott Breland before noon the Monday before each scheduled meeting to be added to the agenda.

### Future Meetings:

The Tree Board has set a schedule of meetings for the 2024-25 fiscal year posted on the City's website. The time is 7:00 pm, bi-monthly, unless otherwise noted.

Meetings will be held at City Hall - Summit Executive Suites, 4350 Brownsboro Rd. Suite #110

Wednesday, July 16, 2025 at 7:00 pm

Wednesday, September 17, 2025 at 7:00 pm

Wednesday, November 19, 2025 at 7:00 pm

### Meeting Adjourned:

The meeting adjourned at: 8:09  
Joyce made a motion to adjourn. Seconded by Sam

Submitted by: Terri Breland

Tree Board: <a href="mailto:davidwst@bellsouth.net">davidwst@bellsouth.net</a> <a href="mailto:joyce.bridge@gmail.com">joyce.bridge@gmail.com</a> <a href="mailto:katekgreer@gmail.com">katekgreer@gmail.com</a> <a href="mailto:kpegan01@gmail.com">kpegan01@gmail.com</a> <a href="mailto:Lstrachtenberg@gmail.com">Lstrachtenberg@gmail.com</a> <a href="mailto:robert.jacobs@louisville.edu">robert.jacobs@louisville.edu</a> <a href="mailto:ptbreland@icloud.com">ptbreland@icloud.com</a> <a href="mailto:samantha.fluke@gmail.com">samantha.fluke@gmail.com</a> <a href="mailto:joshashley936@gmail.com">joshashley936@gmail.com</a> <a href="mailto:treeboard@cityofwindyhills.com">treeboard@cityofwindyhills.com</a>	cc: <a href="mailto:mayor@cityofwindyhills.com">mayor@cityofwindyhills.com</a> <a href="mailto:helen.davis@cityofwindyhills.com">helen.davis@cityofwindyhills.com</a> <a href="mailto:kate.greer@cityofwindyhills.com">kate.greer@cityofwindyhills.com</a> <a href="mailto:marianne.rademaker@cityofwindyhills.com">marianne.rademaker@cityofwindyhills.com</a> <a href="mailto:suzanne.spencer@cityofwindyhills.com">suzanne.spencer@cityofwindyhills.com</a> <a href="mailto:steve.teaford@cityofwindyhills.com">steve.teaford@cityofwindyhills.com</a> <a href="mailto:julie.theiler@cityofwindyhills.com">julie.theiler@cityofwindyhills.com</a> <a href="mailto:info@cityofwindyhills.com">info@cityofwindyhills.com</a>
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## WINDY HILLS TREE BOARD NORMS

### Norms:

- Be punctual: Arrive on time and be ready to start the meeting promptly.
- Prepare in advance: Review the agenda and any materials beforehand to come prepared.
- Stay focused and solution-oriented: Stick to the agenda and avoid side conversations or distractions. Focus on finding solutions rather than just highlighting problems.
- Listen actively: Pay attention to the speaker and show respect for different options.
- Participate Constructively: Contribute ideas and feedback in a positive and respectful manner, while respecting time limits.
- One speaker at a time: Avoid interrupting others and wait for your turn to speak.