

# WINDY HILLS TREE BOARD Minutes

July 16, 2025

In Attendance: Josh Ashley, Scott Breland, Terri Breland, Joyce Bridge, Sam Fluke, Kate Greer, Bob Jacobs, Laura Trachtenberg, Caroline Westfall, Paul Morris (guest)

Absent: none

Zoom: None

Call to Order:

Time: 7:03 pm

Norms:

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

## May 21st Minutes Approval

Laura Trachtenberg motioned to approve May minutes. Seconded by Josh Ashley.

## Arborist Report (Westfall)

- Completed three resident tree consultations. Working on two new consults; residents lost limbs due to the wind (walnut and tulip poplar).
- Westfall is to look into the possible dead tree on Ambridge/Windhurst.
- Inventory of all trees and georeference for each tree has been gathered. Mock up [tree map](#) has been drafted. As well as a sorted [list of trees](#) (tree number, species, common name, and coordinates).
- Suggested to create tree signage with QR Code. Residents could scan the QR Code at each tree and discover the type of tree and the information on the tree).
- Budget of \$2,000 suggested for the labeling of trees. Westfall will look into prices.



## Board Projects

- Surveying Project 2024 -
  - Completed survey of the park.
- Project 2025- surveying all the trees and tree conditions on the right of way throughout the city. To be completed June 30, 2026. Westfall and Josh.

## Volunteer Hour Tracking

Collect June - July volunteer hours/ total submitted hours

- Kate - 3 hrs / 8 hrs
- Caroline - 6 hrs/ 12 hrs
- Sam - 13 hrs/ 18 hrs
- Ash - 5 hrs/ 10 hrs
- Laura - 2 hrs / 7 hrs
- Bob - 2 hrs / 7 hrs
- Breland, S - 2 hrs / 10 hrs
- Breland, T - 2 hrs / 10 hrs

## Arbor Day:

Sunday, September 21st, for the Arbor Day celebration, on the Green. 3- 5 pm. Wear green if possible. Sample shirt from (amazon).



## Activities:

- Tree Disease Facts and Display (Ashley)
  - Needs table
- Banners (Breland, S)
- Ice Cream from 4-5 pm (Greer)
- Tree Raffle (Breland, S)
  - Tree certificate up to \$350, board must approve of tree, call Kate for approved vendor list.
  - Tree Raffle for canopy tree at Louisville Urban Forestry (Westfall)
- Community Sign Up & Tree Bag giveaway (Breland, T)
- Kid activity (Paul Morris)
  - Leaf rubbing
  - Scavenger hunt on the green
- Guided tours on the green using our newly created map (Westfall)
- Mini bottles of water (Greer)
- Welcome Table (Laura and Sam)
  - Need table
- Possible Art Show (Greer will update)
- Possible Tree Climbing (Josh)

## Tree Board Inventory

The Tree Board has between 50 - 75 bags with WH logo left for giveaways.

The Board will consider: light up yo-yos, frisbees, cotton totes, tee-shirts, chip clips.

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

## New Business:

Email clerk for Tree Board name badges (sample).



## Future Meetings:

The Tree Board has set a schedule of meetings for the 2025-26 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, September 17, 2025 at 7:00 pm  
Wednesday, November 19, 2025 at 7:00 pm

Meeting Adjourned:

The meeting adjourned at: 8:03 pm

Bob Jacobs made a motion to adjourn. Seconded by Joyce Bridge

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:paul.morris@cityofwindyhills.com">paul.morris@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.

[Windy Hills Inventory of Trees](#)

[Windy Hills Green Numbered Tree Map](#)