

Smithfield City Tree Committee
Board Meeting Minutes 21 March 2018

Smithfield City Office @ 7:00 P.M.

Conducting: Lisa Michaels

1. There was an introduction of new committee members which are the following: Jesse Daines, Devin Overly and Kilby Jensen who were all present and Rebecca Beale who was excused. Lisa Michaels is still serving on the committee for a total of 5 members.
2. Jeff read and covered with the board the duties and responsibilities of the Smithfield Tree Committee.
3. Terms of office were covered. Lisa, Devin and Jesse were assigned to a 3 year team beginning on 28 March 2018. Kilby and Rebecca were assigned to a 2 year team beginning on 28 March 2018.
4. Jeff reported talking with the three elementary schools two months ago informing them about the arbor day poster contest and deadline dates to sign up with the state. Jeff will contact the schools to find out if any did participate in the contest.
5. Jeff informed the committee that in order to maintain our tree city USA status we must conduct an arbor day tree planting. Jeff suggested doing it the afternoon of April 21, Comcast Cares Day in the City.
6. Lisa and Jeff informed the committee about our tradition of setting up a booth at Health Days at Forrester Acres. Jeff will contact Richard to reserve a booth space. The committee has a very nice pop-up. We usually select three trees to give away during the three hours we are there and provide tree information to residents.
7. Jeff and Lisa described the memorial tree program to the committee. Lisa asked for an update on the tree for the Lion's Club. Jeff will check with the parks department.
8. Other Business Jeff will provide a USB to all committee members with a copy of the city tree inventory. Committee members can then familiarize themselves with the information contained therein. Jeff will provide copies of a tree plan for the north detention pond completed by Troy last year.