

January 9, 2023 Charlottesville Area Tree Stewards Virtual Board Meeting via Zoom 1:00-2:30 pm EST

Attending: JoAnn Dalley, Robin Hanes, Gregg Korbon, Michelle Cormier, Alison Brill, Mary Spear, Kathy Nepote, Penny Kaiserlian, Barbara Monfort, Barbara White, Jean Umiker-Sebeok, Mary DeViney, Marion Baab

Secretary: Alison Brill

The motion was made, seconded and passed to approve the December 2022 minutes as submitted.

President's Report: JoAnn Dalley

JoAnn informed the Board of the upcoming Woods & Wildlife Conference at the Daniel Technology Center in Culpeper on February 25. She will be going and will set up a self-serve CATS information table there.

JoAnn asked for feedback regarding the letter she sent to Charlottesville City Council about the urban forest destruction near Azalea Park. There were no comments.

As the Board recently decided, inactive members will be withdrawn from TIF to save space. JoAnn suggested that two longtime members to be deleted would be Jay Gillenwater and Sue McCoy.

A motion was made, seconded and passed to create emeritus status members and to begin by naming Jay Gillenwater and Sue McCoy as emeriti.

The Board discussed what constitutes an emeritus member as well as how to describe Jay and Sue. This was tabled until the next board meeting.

Past President's Report: Robin Hanes

Robin reported on the total volunteer hours for 2022:

CATS is up 597 in 2022 from 2021

The total number of volunteer hours in 2022 was 7,928

The hours include the training class.

Areas hours increased were in meeting preparations, meetings, communications, member attendance at meetings, walks and lectures, and tree preparation and sales.

Hours that decreased included UVA students, which occurs some years when there are no big events for them to help with.

President Elect's Report: Gregg Korbon

No report.

Treasurer's Report: Michelle Cormier

Michelle sent her reports out prior to the meeting.

CATS total accounts today:

\$37,820 (includes checking and money market) plus \$100 in petty cash

She asked the Board for permission to open a new line item called "Fees." This would be for incidentals such as PayPal fees, the fee for filing tax forms, etc. There was no objection. Michelle will reissue the administrative report to reflect the subtraction of such miscellaneous fees.

She has established a separate income/outflow accounting for promotional items. In 2022, promotional items income was \$1,327 and outflow was \$1,933, but there is remaining stock of tee shirts, etc. to be sold. In addition, some of the promotional items were paid for by a grant. Michelle and Barbara W will get together to make sure the promotional items paid for by grants are accounted for correctly.

Michelle reminded everyone to ask her for a letter if we buy anything for CATS so that nobody is charged sales tax per our nonprofit status.

All accounts have been reconciled.

Membership dues continue to come in.

Mary and Michelle discussed the donations that come in through Eventbrite registrations.

The Board discussed whether to have mandatory fees to register for our free events to make their participation more likely. The topic was tabled for next month for the Board to consider and for the Education Committee to be able to weigh in.

Budgets for 2023 are due January 20. There was a discussion of how to account for anticipated costs covered by possible grants, particularly by Projects, which purchases trees with grant funding. There will be further discussion at next month's meeting during the budget discussion.

Name Tag Report: Barbara White

Barbara asked for approval to order another 16 nametags. There were no objections.

Education Committee Report: Barbara Monfort

Barbara reported that the Education Committee is in good shape as far as planning for the 2023 training class. The work group will continue to meet and finalize plans during the spring. Registration opens in June.

Jackie Savage continues to manage the scheduling of tree walks.

There will be pruning and tree basics classes in January and February. Tim, Jackie, and Emily will coordinate to handle the classes and walks.

Communications Committee Report: Mary Spear

Mary announced the first membership meeting to be held virtually on Wednesday, January 25 at 9:30. The speaker will be Professor Serita Frey of the University of New Hampshire Natural Resources and Environment Department speaking on how human activities are impacting terrestrial ecosystems, particularly soil biota and nutrient cycling processes.

Mary is setting up meetings with interested 2022 graduates regarding various communications tasks. She is also meeting soon with the committee as a whole.

Mary would like to update the website. She will present her ideas at the next board meeting as part of her budget. She feels there needs to be a comprehensive plan (as opposed to proceeding

piecemeal) with all of the interested/invested parties having input as to their own portions of the website. Michelle's husband, Chris, as well as Rebecca Cox, are possible helpers.

There was a discussion of our technology subscriptions and their associated email addresses. Mary and Chris will sort out the emails issue. The Board discussed how personal email addresses, Zoom accounts, and credit cards should not be used for CATS business.

The Board discussed Google Workspace, which had been brought up by Martha. Since it is free, the Board agreed that CATS should maintain this service.

CATS has two domain name registrations. Michelle wants this streamlined, also.

MailChimp now contains 1,308 contacts.

Facebook receives a respectable amount of traffic. Jacki Vawter is the administrator. JoAnn and Martha are authorized users. Martha is happy to continue to post on FB (until someone local is interested in taking that on). JoAnn occasionally receives reports from FB regarding activity. She stressed that the local stories generally receive more engagement than other postings.

Mary wants to involve members with an interest in social media to see if there are ways to increase CAT's virtual presence.

Projects Committee: Kathy Nepote

Kathy reported that CATS has regularly-scheduled pruning events set up through February on alternating Thursdays and Saturdays.

On January 14th, projects will be doing an invasives removal at Northeast Park.

The Projects Committee meets on Wednesday, so there will be more projects posted on TIF after that.

Kathy, Allen and Toine attended a meeting suggested by Bill Sublette, who's working with Habitat for Humanity on landscaping their new homes. Robin also viewed the new home sites.

Since there is another meeting tomorrow, the general feeling was that CATS should wait to commit to assisting or not after this next meeting.

Kathy reported that she has interested committee members for the one-off maintenance project in Waynesboro's Constitution Park; there is also interest in planting at Walnut Creek. Kathy and Barbara are also meeting with TJ to talk about planting at Chris Greene Park. Chris Gaines will be at the next meeting, so the year's planting will soon shape up.

The Committee needs to be mindful that not all of their trees get planted in the spring to make sure there are enough left for the fall training class to plant in the fall.

For the Board's information, Kathy reported that in addition to the waivers CATS has volunteers sign, and the waiver that the City asks CATS volunteers to sign, there is a County version in the works.

Tree Commission Liaison: Jean Umiker-Sebeok

Jean unfortunately missed the last Tree Commission meeting because of an outage that wiped out her internet and power. She will check to see if the meeting occurred and, if so, what went on.

If the meeting occurred, the agenda included the possibility of having a roundtable with Tim Beatley of UVA regarding ideas for implementing affordable housing and green space/more trees concurrently.

Peggy Van Yahres is going off the Tree Commission in the spring. Jean will look into who is in line to fill Peggy's spot and will report next month.

Additional/unfinished Business: JoAnn Dalley and Robin Hanes

Regarding the library move, JoAnn checked to make sure all Board members read her note on the topic. She described the room and answered questions regarding the move, security of the books, and people who will help with the move.

The motion was made, seconded, and passed to approve the CATS library move into the main Geology room at the VDoF.

Robin reviewed the memorial tree application form that she drafted and said that the next step is to pass it by a lawyer. After the lawyer has reviewed the document, Robin will re-submit it for group discussion.

Meeting adjourned.

Respectfully submitted,
Alison Brill