

Meeting Minutes Draft
Keep Mansfield Beautiful Commission
Monday, November 11, 2019
6:00 p.m.
Mansfield Service Center

ATTENDANCE - Sarah Zink, Sharon Roberts, Jacqueline Conley, Jennifer Evans, Karen Williams, Kenneth Chalk, Leon Williams, Jan Hurlbut, Gordon McMinn, Gary Mills

CITY STAFF PRESENT – Becca Sales

CALL TO ORDER at 6:01 p.m.

APPROVAL OF MINUTES –There were no changes to the October 14 meeting minutes. Hurlbut motioned to approve meeting minutes. K. Williams seconded. Motion passed.

TREASURER’S REPORT – Balance as of November 11 is \$7,685.67.

ROUTINE BUSINESS

AAS Update

Two participants will not renew contracts (Boy Scouts and Hickman). There has been no response from MHS Track and Field and Legacy High School Athletic Council. Mills motioned to not renew those contracts due to lack of communication/intent. The motion includes sending thank you letters to two participants not renewing and certified letters explaining termination to the other participants Roberts seconded. Motion passed.

Midterm cleaning reminder email sent. Sales will send email to K. Williams to let her know who has picked up supplies. Some participants are not submitting clean-up reports.

AAS Awards

Hurlbut presented information for AAS plaques.

Vendor is Don Traylor. Purchase price is \$35.00 for a header and two plates with any font and logo. Wording for plaque – Thank You for Keeping Mansfield

Beautiful! – Adopt-a-Street Program with logo on the side. Rendering must be approved by the city. Plaque will be given to every current participant, 2017 to present. Zink motioned that board move forward with ordering 40 plaques after approved. Evans seconded. Motion passed.

KMB Banner vendor is Banner Time. Purchase price is \$57.50 plus tax for 2x6-mesh banner. Zink motioned to move forward to secure banner. K. Williams seconded. Motion passed. Sales, Prather, and Hurlbut will meet to discuss graphics.

No discussion for nametags and business cards for board members.

OLD BUSINESS

City Tree

Sales met with city personnel. Arborist will recommend trees that will thrive in Mansfield. City will then make a list of recommendations and prepare brochure. Board would like our logo to be part of the brochure and have trees to pass out at Earth Day event.

Earth Day Mansfield (EDM) is April 25, 2020. Save the Date cards will be available in January 2020.

Garden Club

The club has/will have subcommittees for Yard of the Month. Would like two judges from KMB. Tentative period for contest is spring to fall. KMB will provide Yard of the Month sign.

L. Williams and Mills will work with Garden Club.

NEW BUSINESS

Board positions

Zink and L. Williams will rotate Chairperson duties by month beginning in January 2020. Hurlbut is arranging for article/publicity for L. Williams as Chairperson after holidays.

Community Meeting or Survey Monkey

K. Williams will create a template of questions for meeting or survey with video about EDM.

Pickle Festival

Discussion about KMB attending festival in March to publicize EDM and AAS. Cost for booth is \$100.00.

Volunteer

Zink asked board members to continue to support Sales and Prather at their city events.

ADJOURNMENT – L. Williams motioned to adjourn meeting at 7:04. Chalk seconded. Motion passed.