



**Date:** Friday, 1/28/2022  
**Location:** Graham House 2345 Routt St. Lakewood CO 80215  
**Time:** 8:30 a.m. – 9:00 a.m. Meet/Greet  
9:00 a.m. – Noon Board Meeting

### Agenda

- I. Meeting call to order and introductions – Neal Bamesberger**
  - a. President Bamesberger calls the meeting to order 9:02
  - b. Introductions
    - i. Gertie Grant
    - ii. Luke Killoran
    - iii. Bryan McCoy
    - iv. Micaela Truslove
    - v. Donna Davis
    - vi. Dana Coelho
    - vii. David Flaig
    - viii. Scott Grimes
    - ix. Allison Steere
    - x. Kyle Cutshall
  
- II. Acceptance of 10/29/2021 Meeting Minutes (Attached)**
  - a. Scott Grimes moves to approve, Gertie seconds, unanimously approved
  
- III. Treasurers Report & Acceptance– Dave Flaig**
  - a. STEP removed from 2022 budget as communities are to pay the nurseries directly
  - b. Scott Grimes moves to approve, Gertie seconds, unanimously approved
  - c. BUDGET
    - i. David proposes any projects within the polygon for LSR grant that are doing planting over the next two years
    - ii. Park Meadows -donation
    - iii. Arbor Day Foundation – two sponsors
    - iv. CPR
    - v. Amazon Smile – Donation
    - vi. Colorado Municipal League
      1. Dana to reengage group (fundraising arm)
    - vii. Scott proposes purchase of QuickBook Pro for an additional \$300 for accounting item
    - viii. Scott proposes keeping contract services @ \$8,000 to allow for flexibility for Karen
    - ix. Scott proposes removing Tree Trust from budget
    - x. Dana proposes mileage reimbursement for Champion Trees
    - xi. \$2,50 transfer to reforest CO
    - xii. Total budget \$249,713
    - xiii. Allison motions for approval, Scott seconds, uncaimous approval
      1. David to provide revised budget after the meeting
  
- IV. Old Business**
  - A. CTC Website/Dues/Donations/Store updates – Dana Coelho
    - a. Poster Contest posted on website
    - b. Store is the next project – Done by next Board Meeting
    - c. Update Champion Tree List
    - d. Add summary of the financials to the website
    - e. Send Dana requests for updates to the webpage

- B. CTC Strategic Planning, Part-time executive director/executive administrator (Karen Duez update?) – Dana C, Scott G, Allison S., Neal B, Micaela T
  - a. Group met on 1/27 to discuss next steps
    - i. Set up an RFP for the “Colorado Community Forestry Strategic Plan” led by CTC and CSFS
    - ii. Goal to approve and send out RFP by next meeting
    - iii. Scott proposes that because most of the executive committee is serving on the “Strategic Plan Committee” that we may move forward before the next meeting with posting an RFP
  - b. Need finance committee – Goal of the Strategic Plan to distribute funds
- C. CTC Grants – LSR EAB funding update – Dana Coelho
  - a. Dana working on moving through the funds to CTC
- D. CTC ReForest Funds & CTC ReForest Grant CPR 2022/2023 Project – Dana C, David F
  - a. Waiting on a check from CPR for \$25,000
  - b. Dana to confirm that the use of funds is flexible, because \$ for tree is not realistic
- E. ProGreen EXPO CTC Booth updates (collection ‘jar’ for ReForest?) – Scott Grimes
  - a. Dana to coordinate with Kelly for RMISA to use square to accept credit card payments on CTC’s behalf
  - b. Donna is setting up the booth and the merchandise
- F. CTC Tree Risk Assessment Future – Scott G, Micaela T, Dana C, Allison S, Luke K
  - a. Dana has all of Bill Cassel’s stuff and we will need a small group meeting
  - b. Allison to circulate a doodle poll to plan a park day to go through Bill’s box
  - c. Look to put on a workshop in the future

**V. New Business**

- A. CTC Board Meetings 2022 and future location(s)/Hybrid? – Neal Bamesberger
  - i. Propose meeting in Monument at Marguerville April 29<sup>th</sup>
  - ii. July 29<sup>th</sup> somewhere in the Mountain – Allison to figure a group site to make it a camping/family weekend
  - iii. October 28<sup>th</sup> (Potentially also a Strategic Planning Meeting)
- B. CTC and Arbor Day Foundation Community Tree Recovery Program, Marshall Fire – Scott G, Dana C, Donna D
  - i. Looking to find partners and capitalize on fundraising
  - ii. Can provide trees
  - iii. David contacted Louisville arborist-looking for irrigated sites, sites may not be irrigated, David
- C. Xcel Foundation Grant & CTC potential Louisville project – David F, Scott G
  - a. First week in May/Earth Day
  - b. Allison to assist with getting volunteers once Dave has the other details finalized
- D. CTC Bike Ride (Deb Ash/Tour de Poudre?) – Scott G
  - i. Steve Geist assisting – Bike ride is a go, working out a mountain route with a purpose for fundraising
  - ii. Fall ride (around the same time as the national event 9/3-10)
- E. A Note from Karen Scopel – Donna D
  - a. Donna notes SAF 2024 meeting is to take place in Loveland

**VI. Funding**

- A. Trees Across Colorado – Gertie Grant
  - a. 4 distribution sites (N. Glenn, Littleton, Windsor, and Arvada)
    - i. Requests volunteers to assist with managing sites (Micaela and Kyle volunteered)
  - b. Meeting w/ supertrees for 2023 order in the coming weeks
  - c. CTC registered as a nursery
    - i. Dana to be listed on the CDA forms
- B. Membership & merchandise– Karen Duez
  - a. 8-10 hr/months for karen to do membership
  - b. Define Karen’s role in contract -Dave, Dana, and Neal
  - c. Donna has the merchandise

## VII. Education and Outreach Programs

- A. Grants
  - a. CTC Small Grants (CTC, LSR EAB, CPR) – 2021 Closeouts, 2022 Cycle - Dave Flaig
    - i. Converge Lecture Series
      - 1. David suggests approval of funds with condition of guidance
    - ii. American4Conservation
      - 1. Want to save trees w/ mycelium
      - 2. Funds requested to pay a part of a person's salary
      - 3. David and Scott clarify that the grant funds must be used to purchase stuff
      - 4. Dana proposes approval of funds with condition of guidance
        - a. Dana is to assist group with revising application to go through formal review
  - b. Xcel Vegetation Management & Foundation Grants – Dana Coelho/David Flaig
  - c. ReForest & CPR Projects – Dana Coelho/David Flaig
- B. Tree Committees
  - a. Champion Tree – Neal Bamesberger
    - i. 37 Trees this year (many at Denver Botanical Garden)
      - 1. Tree Walk for engagement is suggested
  - b. Tree Collections – Kyle Sylvester
    - i. Neal to take over this task
  - c. Select Tree Evaluation Program – Kendra Boot
    - i. Kersey, Foco, and Denver
- C. Communications
  - a. Social Media – Kyle Sylvester/Karen Duez
  - b. Website – Dana Coelho, Micaela Truslove, Luke Killoran
  - c. Annual Report – Karen Duez
- D. Arbor Day Poster Contest – Kyle Sylvester/Luke Killaron
  - a. Now accepting submissions
- E. Training
  - a. ProGreen EXPO, 2/1-4/2022
  - b. Think Trees, NM 2/10-11/2022
  - c. Greeley Tree Care Workshop, 2/11/2022
  - d. FRUFC - Virtual, 3/17/2022 & FRUFC/EPIC – 5/19/2022 (Spotted LanternFly)
  - e. 2022 Tree Diversity Conference *Virtual* 3/4/2022
  - f. LSR EAB Workshop 4/8/2022

## VIII. Other Business – 2021 Community-Tree Awards Presentations – Dana Coelho

- a. David Flaig, Gertie Grant, and Neal Bamesberger

## IX. Adjourn: Next Meeting: April 2022 in Monument,