



**Date:** Friday, 10/29/2021 – Meeting Minutes (draft)  
**Location:** Graham House 2345 Routt St. Lakewood CO 80215  
**Time:** 9:00a.m. – Noon

### Agenda

- I. **Meeting call to order and introductions – Neal Bamesberger**  
**Present: Micaela Truslove, Dana Coelho, Allison Serafin Steere, Chuck Gehringer, Luke Killoran, Neal Bamesberger, Bryan McCoy, Kyle Cutshall, Gertie Grant, Scott Grimes, David Flaig, Donna Davis, Bill Cassel.**
  
- II. **Acceptance of 7/30/2021 Meeting Minutes (Attached) Motion to approve – Donna D moved, Dana C seconded – Motion carried.**
  
- III. **Treasurers Report & Acceptance– Dave Flaig – Motion to approve – Scott G moved, Allison S seconded – Motion carried.**  
Dave went through line items.  
**To-Do's** - CTC Dues - Dana, Scott & David will get together and streamline this component of budget. STEP – Kendra Root handling at this moment, but Scott suggests get back into CTC program – a future sub-team meeting on this suggested.
  
- IV. **Old Business**
  - A. CTC Website – Dana Coelho – Redesigned website with Micaela T & Luke K – now live. Relatively easy platform program. Contract with someone to do this in the future suggested– but Dana C at this time.
  - B. CTC Strategic Planning (SP) – Dana Coelho – CTC, CSFS conversations – make SP operational. Contract with a part-time executive director/executive administrator as a proposal. Leslie Schiffers – lead strategic planning process. Scott G. pay for long-term is an important question. Team of contacts – ISA, CSFS, AFF others. Lengthy discussion on funds in the past, and looking toward the future. **To-Do's** – Sub-team – Scott G, Allison S, Neal B and Michaela T to work forward.
  - C. CTC Grants – LSR EAB funding – Dana Coelho – Funding for grants to communities or other. Sub-award - \$55,000. **To Do's** - Dana will process with CTC this week on dollar transfer. Will discuss communication strategy with Teddy Parker-Renga, CSFS.
  
- V. **New Business**
  - A. CTC Board Elections 2022 – Neal Bamesberger, President; Scott Grimes, Vice-President; David Flaig - Treasurer, Allison Serafin Steere, Secretary; Luke Killoran and Micaela Truslove, At-Large - Voted into Executive Committee.
  - B. ProGreen EXPO CTC Booth with ISA, 2/1-4/2022 – Neal Bamesberger – **To Do's** - Scott will look into nonprofit no charge, hotel setup charges. Executive Committee will decide if it is a 'No' or 'Go'.
  - C. CTC Tree Risk Assessment Future – Bill Cassel – Stepping back from commitments in August. CTC 17.1 forms last ones. **To-Do's** - Sub-team Scott G, Bill C, Micaela T, Dana C, Allison S, Luke K to determine future of this program.
  - D. Communi-Tree Awards 2021 – Plan/Recognition at 1/2022 Meeting – Donna Davis – **To Do's** – Donna will get this moving forward, Executive Board is the committee.
  - E. CTC Investment Review- Dave Flaig – Suggested some changes for a little more aggressive. David F moved, Chuck G seconded to make the changes. Motion Passed.
  - F. Tour de Poudre question from Ann Brinkmen – Donna Davis. **To-Do's** - Email to look for interest in this fundraiser and any person(s) wishing to lead Champion Bike Classic (chair committee).

## VI. Funding

### A. Trees Across Colorado – Gertie Grant

As of Sept 15, 2021 when tree availability/order form went out:

2,228 total trees offered, 45 different deciduous species including:

- 9 species harvested bareroot (480 of those, 1 1/4" caliper, cost \$35-\$60 each ordered in bundles of 5),
- 35 grown in #7 root or air-pruning containers (1733 of those, 3/4' – 1' caliper, most \$75 except a few slow growers or patent fees cost \$85-\$90 each);
- 1 (Horsechestnuts) grown in #15 root or air-pruning containers (25 of those, 1"-1.25" caliper, cost \$110 each).

Price includes our wholesale cost, shipping and a \$5 mark-up for the CTC which is then rounded up to multiples of 5 for ease of administration.

Increased our order of #7s by 201 to a total order of 2,439 trees.

As of 10.28.21, we have sold 1825 trees and have 614 trees left: 181 #7 trees; 415 bareroot, 18 #15 Horsechestnuts. Only one of the regular groups has not placed an order.

21 groups have ordered trees:

- Smallest order: 5 trees from Julesburg; largest order: 229 for Wheatridge where town forester is doing a community sale for the first time.
- Farthest away: Basalt getting 25 trees "to see what will grow there." Trees shipped on truck going to Grand Junction if possible?
- Johnstown(new group, town clerk placed the order) is having a tree give-away of 100 trees. Donna Davis has been in touch with them.

Last date I can accept orders is Dec 15, 2021.

Delivery /unloading date is a Thursday in mid-April. We may add a fourth drop with one truck going to Windsor then Arvada and the second truck going first to Northglenn and then to Littleton.

Based on average over last 4 years, projected revenue to CTC at this point is \$18,000 but trucking/shipping costs have gone up so may be less.

### B. Membership & merchandise– Karen Duez (report submitted)

3<sup>rd</sup> Quarter – Merchandise orders:

Notecards - 14 – qty 2

Colorado Tree Trust Donation

Reforest Colorado Donation

T-Shirt Unisex (XX-Large)

Merchandise 4th Quarter

None so far.

## VII. Education and Outreach Programs

### A. Grants

a. CTC Small Grants (CTC, LSR EAB, CPR) – 2021 Closeouts, 2022 Cycle - Dave Flaig

b. Xcel Vegetation Management & Foundation Grants – Dana Coelho/David Flaig

c. ReForest & CPR Projects – Dana Coelho/David Flaig

David F gave this report on all grants. Will get Grants out soon with board inputs.

The 2022 Xcel Energy Foundation Grant cities as preliminarily committed are Centennial, Littleton, Glenwood Springs, Edgewater and Louisville at \$6000 each. Severance and Salida are our back-ups.

### B. Tree Committees

a. Champion Tree – Neal Bamesberger – Updates on Champion Trees given. Tree sites re-visited in southern, southeastern and northeastern Colorado.

- b. Tree Collections – Kyle Sylvester – None
- c. Select Tree Evaluation Program – Kendra Boot – None.
- C. Communications
  - a. Social Media – Kyle Sylvester/Karen Duez – None.
  - b. Website – Dana Coelho, Micaela Truslove, Luke Killoran – See Old Business.
  - c. Annual Report – Karen Duez – In David F. hands for his updates 2020 CTC report.

**Group Picture & Meeting Adjourned at NOON. Next Meeting date to be determined in future email.**



**Upcoming events -**

- D. Arbor Day Poster Contest – Kyle Sylvester
- E. Training
  - a. CCFC - Virtual, 11/2/2021
  - b. FRUFC - Virtual, 11/18/2021
  - c. ISA RMC Annual Pesticide Workshop - Virtual, 11/11-12/2021
  - d. Partners in CF Conference – Louisville, KY 11/17-18/2021
  - e. ISA International Conference – Virtual, 12/13-16/2021
  - f. ProGreen EXPO, 2/1-4/2022
  - g. Greeley Tree Care Workshop, 2/11/2022

**VIII. Other Business - Next Meeting(s): January 2022**

**IX. Adjourn**