



- Ms. O'Connor will send out save the date reminders to Board members for attendance confirmation
- 2-3 registrations to date
- Start pushing all available social media posts / advertising (Facebook, Nextdoor, Instagram, Twitter, restroom signage, PRC website, Rec Center TVs), will submit request to communications on Wednesday, May 29<sup>th</sup>, providing date, time, specific details, open to 50 spots, clients will contact Rec Center in order to register, look into front desk staff transferring registration to new form, registration will close on Thursday, June 20<sup>th</sup>
- Mr. & Mrs. Monroe are available to meet with waitlisted clients, if needed
- Board members will meet at the Parks Shop at 4:30pm, other attendees/guests need to arrive by 4:45pm, departure at 5:00pm, 5 groups/vehicles, Ms. Ball will create route for visits
- Ms. O'Connor and Ms. Bielawski will update information totes / fact sheets for clients, will create topic list and email to Mr. Kawamura to print off
- Mr. Kawamura will order 10-15 additional Sick Tree Day hats
- Clipboards, pens, water, bug spray, sun screen, phone with GPS, Tree Team Buckets-hand trowel and screwdriver for each group
- Dinner at Pueblo Viejo 7:30-8:00pm, 30-40 people, Ms. Bielawski will call to make reservation, will call day of with final count

## 2. Educational Opportunities Update

- Quarterly Goal Update
  - Outreach Clearview Library
    - 4 out of 4 completed
  - June Coffee with Board
    - 1 out of the 4 completed
    - The event was attended by 2 participants
    - This event has been cancelled
  - Park Audits
    - 2 out of 2 completed
  - Fee Based Class
    - Goal is to complete 2 classes
    - Tree Symposium at CRC : February 23, 2019, 9am- noon, 52 attendees with very positive feedback
    - Need to come up with one event to complete goal
    - Plan new event for 2019
- Planning for planting in 2020
  - Tuesday, September 24, 2019 at 6:00 pm (in place of Regular Board Meeting)
  - Mr. Kawamura - reserve 2 rooms / Evergreen, Activity Guide deadline, tables with chairs, 40 people goal

## E. COMMUNICATIONS

### 1. Communication from town Staff

- Mr. Kawamura:
  - April PReCAB – Smoking / vaping in parks, museum acquisitions
  - Cottonwood tree on 3<sup>rd</sup> and Garden - working on getting it removed, still in process with property owners
  - Forestry April Highlights – successful Arbor Day celebration at Tozer and Mountain View, sold 63 trees at the Tree Sale, moved 5 trees at Windsor Highlands Park for new flag football field, winter water, grind 9 stumps in parks, hired Lynn Morales /

Horticulture Technician, installed a new memorial garden / dedicated bench for Sandy Brug at Art & Heritage Center, 8 landscape inspections

2. Communications from Chairperson and Board

- Ms. Bielawski:
  - Wanted to recognize Evie & Walter Eskridge from Severance who created the murals for Arbor Day poster exhibit at Art & Heritage Center
  
- Ms. O-Connor:
  - Calendar for next year is ready to go, all pictures are downloaded, will send infrastructure to Megan, recycled the current garden / tree tips for last 2 years, brainstorm on future educational component to include (featured trees, tree tour, 7 trees to replace your Ash), only 5 poems, enlarge area / space for days, alternate poem and tree tips

**F. ADJOURN**

**Ms. Bielawski moved to adjourn. Mr. Pankonin seconded the motion. All members voted aye. Motioned carried. Meeting was adjourned at 5:56 pm**

Submitted by:

Kristy Zulkoski, Administrative Specialist  
Parks, Recreation, & Culture