



## Bel Aire Tree Board

**MINUTES  
CITY HALL – COMMUNITY ROOM  
TUESDAY, Sept 23, 2019  
7:00 P.M.**

**I. Call to Order:** Chairperson Gary Northwall called the meeting to order at 7:00 p.m.

**II. Roll Call:**

- **Members Present:** Mark Garriott, Sylvia McCombs, Gary Northwall, Nancy Loosle, Hilde Yops
- **Members Absent:** Rebecca Armstrong
- **Guests Present:** none

**III. Approval of Minutes from Previous Meeting:**

**MOTION:** Nancy Loosle motioned to approve the minutes of the May 21, 2019 Tree Board meeting. Seconded by Sylvia McCombs. **Motion carried 5-0.**

**IV. Board Member Reports:**

- Mark Garriott – Finalizing info for Fall Fest.
- Hilde Yops – none.
- Nancy Loosle – Awaiting WSU feedback regarding previously donated survivor tree on main campus; not the highest of priority at WSU right now with a lot going on but she is keeping a periodic touchpoint with the university and will update the Board when there is something to share.
- Sylvia McCombs – Updated the Tree Board materials at the Bel Aire city building relevant to the changing seasons to autumn.
- Rebecca Armstrong – none.
- Gary Northwall – none.

**V. Old Business:**

**A. Fall Festival** - Bel Aire event scheduled for October 19.

- a. Mark to organize craft materials (tree related), tape for banner (decision not to bring laptop and power cord. Schedule will be finalized via email once Rebecca can be touched base with (initially mark, Sylvia, and Rebecca 10am-

Noon, Gary Nancy and Hilde from noon-2pm). Mark and Sylvia to arrive early for setup.

- b. Sylvia to bring materials and rack from City building, candy and bowl.
- c. Hilde to get candy bowl to Sylvia.
- d. Nancy to design simple coloring page for handing out and poster with QR code incorporated linked to Tree Board page of Bel Aire website.

**B. Business Card**

- a. Finalized discussion on business card design. Sylvia will take outcome of discussion to City staff for printing.
- b. Some question as to when the Bel Aire Tree Board started in Bel aire. Webpage says 1995, Gary to confirm with City office.

**VI. New Business:**

A. None.

**VII. Adjournment:**

**MOTION:** Hilde Yops motioned to adjourn. Seconded by Mark Garriott. **Motion carried 5-0.**

**Meeting Adjourned:** 8:15pm

**Next Meeting:** Monday, October 28, 7pm

**Tree Board Hours since May 21 Meeting:**

<b>Board Member</b>	<b>Date</b>	<b>Activity</b>	<b>Hours</b>
Mark Garriott	9/23/19	Board Meeting	1.00
Sylvia McCombs	9/16/19	Business Card Design	2.00
	9/23/19	Board Meeting	1.00
Gary Northwall	9/15/19	Board Meeting Prep	1.50
	9/22/19	Board Meeting Prep	1.00
	9/23/19	Board Meeting Prep (Printing)	0.80
	9/23/19	Board Meeting	1.00
Hilde Yops	9/23/19	Board Meeting	1.00
Nancy Loosle	9/23/19	Board Meeting	1.00
		<b>Total Hours:</b>	<b>10.30</b>

**Respectfully Submitted By:** Mark Garriott, Secretary