

**Berkley Tree Board
Meeting Minutes
Monday, May 22, 2023**

Present: K. Karlis, B. Lathrop, T. Losey, H. Tylenda, M. Leneway, L. Fritsch, D. Hennen, M Grassa

Absent: S. Bard, S. Young, L. Price

Additional visitors: None

Meeting was called to order at 7:06 p.m.

Review and Approval of Meeting Minutes –April 24, 2023 meeting minutes approved.

Review and Approval of Agenda –The agenda was approved as proposed.

Public Comments- None

DPW Update– K. Karlis shared S. Young update:

- Spring tree planting went well. The last of the spring trees were planted and the replacements have been completed. The budget for new trees was passed with the additional 50 trees for a total of 250 trees this year.
- We currently have over 200 order forms in the queue for the fall program. We will be evaluating how we want to handle this since the order bank is not officially open yet. To make it fair we may run one or two weeks of orders before adding in the ones that applied early.

The Board discussed that residents are now receiving notification of the street tree planting at staggered times, due to the fliers going out with the water bills. Overall consensus is that it would be fair to do a lottery now, as opposed to first come first serve that we did previously.

Berkley Days Discussion -

K. Karlis noted that only \$173 was raised for the Tree Raffle. This money has been turned over the City's Treasury office.

The children activity sheets, colored pencils and crayons have been donated to Pattengill Elementary. Office staff were appreciative and said that the Art Teacher will also appreciate this.

Finally, the Tree Board bin, previously stored at the DPW was full of materials and photos from past Tree Board events. K. Karlis met up some members of the Historical Museum to ask if

they would like to go through the bin and they enthusiastically responded “give us the whole thing”. When Kathy gave the bin to the Historical Museum volunteers there last Wednesday - they said they could put together an entire display with these materials. She suggested waiting to do this until Arbor Day next April. At that time, we can volunteer to help them put together a display.

The Board discussed our impressions and experiences at the event. Friday night was well attended and members who worked those shifts felt that there was good community engagement. Moving forward with the raffle idea we will limit it to one tree. M. Leneway suggested various places to obtain trees so that in the future we avoid overhead costs.

Residential Tree Giveaway Program

- **Volunteer Hours** -: As discussed at the last meeting, L. Fritsch met with Fai Foen from Greening of Detroit. At that time, Fai told Lisa that her organization determines the value of volunteer hours and uses this to help qualify for grant money. Kathy met with Lawrence Sobson when he dropped off materials for Berkley Days, and he confirmed that we can use volunteer hours if we apply for the DNR Community Grant. He directed her to independentsector.org to determine the value of volunteer hours. The rate varies by state. The latest published rate for Michigan (2022) is \$30.15/hour. K. Karlis has started a spreadsheet and has started to track. Lawrence did say that our meetings are our normal work and does not qualify as volunteer time. He said that the time spent creating the trifold could be counted, along with the Arbor Day Planting Celebration, Berkley Days, and Facebook administration. It was noted that M. Leneway is able to garner the typical hourly rate for a professional. He would just need to sign a note attesting to his credentials and hours. K. Karlis will keep track of the additional hours volunteered beyond normal business such as meetings. At this point we have about \$2800 of hours, not including the hours T. Losey has spent doing the Facebook page administration (updated after meeting for T. Losey - now \$9100 total).
- **Next Steps** - T. Losey and L. Fritsch are attempting to reach out to the Chamber (Tim and Darlene) via email to ask them about next steps looking for donors or partnerships to help fund our Residential Tree Planting program. We also would like to speak with them about the tree planting fliers going out in the welcome baskets provided by the Chamber. We may attend a Chamber Chat to talk to them in person.

Other Topics Not on the Agenda - K. Karlis has picked up a box of 500 Tree Board brochures, paid for by the City, to be given to the Chamber of Commerce to include in the new resident packages. She went to their website to ask where these can be delivered as is waiting for feedback.

DNR Forestry Grant update Grant application will be due in August. K. Karlis, let Shawn Young know that herself and T. Losey are available if he needs help with any of the grant writing.

Berkley Big Tree promotion M. Leneway will be starting a Berkley Big Tree promotion. He will go measure and take photos of a few of the larger trees. Residents can nominate a public or private (with owner permission) tree for consideration. Mike would go out and measure the tree,

so private trees would need the owner's express permission to access property in order to measure. Photos and stats will be promoted on the Tree Board Facebook page. M. Grassa mentioned someone had started a Berkley slow roll bike group and they would like to do a route to look at some of the large Berkley trees. We will ask the city to share this promotion as we move forward with it.

Other Items Not on the Agenda - Margaret mentioned that her neighbor Dee Mack has created a Slow Roll group for Berkley. They meet every Monday at the Library. Dee would like to plan a bike ride looking at various trees in Berkley. Kathy agreed to put something together to share with Dee.

Next Meeting June/September The board decided not to meet in June as there are no upcoming projects at this time. The next meeting will be in September.

Next Meeting: The next meeting is scheduled for September 25, 2023 (2nd Floor Conference Room, Public Safety Building).

Adjournment: The meeting was adjourned at 7:43 pm.