

Minutes of the Regular Public Meeting **of Windermere Tree Board** **December 20, 2012**

Mission Statement: augment community awareness of our Urban Forest, provide education regarding the benefits of trees and a commitment to protect, preserve and proliferate our community's Urban Forest.

Call To Order

Chairman Theresa Schretzmann-Myers called the regular public meeting of the Windermere Tree Board to order in the Windermere Public Library, 520 Main Street, Windermere, FL 34786, at 7:00 p.m. on December 20, 2012.

Welcome-The Chairman welcomed members of the Committee.

Announcements- Chairman Schretzmann-Myers announced Nomination of Windermere Tree Board and TCCTT for their partnership in the 8th Annual Windermere Treebute Arbor Day Festival by Florida Urban Forestry Council "Friends of Our Urban Forest in the category of Outstanding Public Education Program." Sandy Temple, Executive Director phoned Chairman and stated Windermere is in the competition and results will be announced in January, 2013.

Attendance

Tree Board Members present at the meeting were: Theresa Schretzmann-Myers, Joan Foglia, Susan Carter and Jackie Rapport.

Minutes Approval

November minutes were approved pending corrections and were filed electronically to abird@town.windermere.fl.us, rsmith@town.windermere.fl.us, aclick@town.windermere.fl.us, dburkhalter@town.windermere.fl.us.

Long Range Goals

The Tree Board continues work on plans and recommendations for multiple income streams, sustainable fundraising and tree planting partnerships.

Business

The Board continued discussion and organizational checklist for the 9th Annual Windermere Treebute and Arbor Day Festival Program-January 17, 18, 19, 2013, which program was drafted by Theresa Schretzmann-Myers and approved by Windermere Town Council.

Vicinity Map for Windermere Treebute Arbor Day Festival was prepared by Chairman for use in planning and walk-through scheduled and completed with TCCTT Safety Representative and ISA Certified Arborist Adam Jackson, Tree Board Chairman Schretzmann-Myers, Robert Smith and Public Works Director David Grimm.

Arbor Day Weekend Schedule:

Program Schedule and Items planned and continued for discussion were:

Wednesday, January 16, 2013 12pm-2pm

Delivery of large Arbor Day Trees and smaller Arbor Day trees will take place between 11am-12pm. Tree Board has requested help with unloading of the trees from Public Works. Front end loader will be needed to unload large 50 gallon Red Maple and move it to planting hole. Help with unloading small trees was also requested in planning meeting with Robert Smith, David Grimm, Tree Board and TCCTT previously.

Thursday, January 17, 2013 9:00 am – 4:00 pm Pruning of Town Square Trees and Crepe Myrtles/Trees along West and East side of Maguire will be done by Volunteer ISA Certified Arborists and Windermere Tree Board Volunteers. Chairman Schretzmann-Myers has contacted ISA Master Arborist Eric Engstrom to supervise Tree Pruning along Maguire Road. It was the recommendation of the Board that we coordinate with Public Works Director David Grimm to arrange for Arbor Day Tree planting, Maguire Crepe Myrtle tree pruning and mulching of Crepe Myrtle trees.

Thursday January 17, 2013, 10:00 a.m.

Windermere Garden Club Representative Jackie Rapport reported the following:

- Windermere Garden Club & Tree Board Arbor Day Ceremony & Tree Planting will be held Thursday, January 17, 2013, at Town Square due to School Holiday on Friday January 18, 2013 for Martin Luther King Holiday.
- Arbor Day Tree Location: Scheduled Walk-Through with Town Manager, ISA Arborist, David Grimm, Garden Club Representative and Tree Board Chairman.
- Large Arbor Day Tree will be planted next to Cal Palmer Building by two Red Bud trees. Acer Rubrum (Red Maple) tree has been selected by sponsor, Windermere Garden Club who sponsored \$200 for tree.
- Arbor Day Program/Schedule was created by Chairman Schretzmann-Myers with approval by Garden Club Chairman Jackie Rapport.
- Color Guard-Windermere Police will provide color guard as confirmed with Chief of Police.
- Mayoral Proclamation-Mayor Bruhn has provided Mayoral Proclamation.
- Windermere Union Church Preschool Singers will be provided by their preschool.
- Refreshments-Windermere Garden Club will donate refreshments.

Friday, January 18, 2013, 9am-5pm. Tree Climbing Concepts Training Team (TCCTT) Safety Training Day for EMT First Responders, Arborists and Tree Workers. Town Square and Town Hall. North American Training Solutions has provided Teachers and Safety Trainers in past and will commit again this year per TCCTT Secretary Denae Jackson. Single Line safety rope training and emergency tree extraction and safety will be taught this year.

Saturday, January 19, 2013, 9am-5pm-Windermere Treebute Arbor Day Festival: The following items were also brought forward for discussion from last meeting due to meeting time constraints imposed by Library staff.

- Insurance/Releases: Kids Tree Climb, Geezers in the Treezers-Same Releases will be used that were approved last year by Town Manager Robert Smith.
- Kids Tree Climb-Safety Equipment (Helmets, Safety Harnesses, Glasses, Safety Ropes)-Provided by Sherrill Arboriculture Supplies.
- Geezers in the Treezers-Safety Supervisors/Head Judges: Colin Kelly, ValleyCrest Tree Services and Scotty Olson, Heartwood Tree Services LLC
- Volunteer Coordinator-Theresa Schretzmann-Myers is coordinating arborists for Crepe Myrtle Pruning and Town Square Pruning and Susan Carter is coordinating Windermere Preparatory School volunteers for set-up, running Treebute and Clean-Up.
- Volunteer Sign-In: Jackie Rapport will handle volunteer sign-in.
- Tree Purchases for Tree Adoption and Sales-Tree Board Nursery visit was completed on December 3, 2012, at McKeithon Growers, 24005 71st Avenue East, Myakka City, Florida to inspect Florida native tree stock.
- Sponsorships-Danae Jackson has Sherrill, Vermeer, Robert Hubbard, Havernat
- Silent Auction & Raffle Items-Windermere Framing and Fine Art, Garden Urn from Schretzmann-Myers Family, Tree Art from Tree Mon Vendor; Roxanne Spa Affair, Creative Nails and Spa.
- Vendors-Vendor Registration was updated by Tree Board Chairman Schretzmann-Myers and Emailed out via distribution list.
- Publicity Articles and Marketing was sent out to West Orange Times, Orlando Sentinel, Windermere Family Magazine, ISA Florida Chapter Website and Town of Windermere website for Tree Board Web page.
- Signage for Event, Parking, Directional. Estimates were requested from three vendors.
- Music-Joan Foglia has confirmed with Jeff Wilson and Down Brothers Band to perform at Treebute.
- Educational Programs: Division of Forestry; IFIS Educational Trailer, Enchanted Walk-Abouts, ISA Kids Tree Climb.
- Safety and First Aid Availability-First Aid Kits on site.
- Safety Fencing-Borrowed from Windermere Rotary Club for ISA Kids Tree Climb. Susan Carter will arrange for pick-up.
- Public Works-Barriers, Safety Cones requested. No person available for on-call. Request for extra toilet paper, soap and paper towels be left in Town Hall.
- Sanitation: Talked with John Thurman from Ashley Interiors. They are planning to have outdoor Restrooms CO'd and ready for use. If outdoor bathrooms not ready, back-up plan is to order Port-o-Lets.
- Waste Pro-Donation of Recycling and Trash Receptacles has been requested by Amanda Bird from Town Staff.

Tree Board Chairman approached Downtown Business Committee and Windermere Rotary Club about sponsorship of Arbor Day Trees for Windermere Treebute Arbor Day Festival. Downtown Business Committee will consider sponsorship of trees.

Windermere Tree Ordinance:

The Board continued to work on the Windermere Tree Ordinance.

Next Meeting

Next meeting will be 3rd Thursday, January 17, 2013, 7:00 p.m.

Adjournment

The meeting was adjourned at 8:10 p.m. I hereby certify these are the minutes of the Windermere Tree Board as recorded.

THERESA SCHRETMANN-MYERS

Chairman
Windermere Tree Board
:tsm

December 20, 2012

Date