

MINUTES OF THE REGULAR MEETING OF THE CARLSBAD ARBOR DAY FOUNDATION
TREE CITY NEW MEXICO ADVISORY BOARD HELD AT THE PUBLIC WORKS
CONFERENCE ROOM ON JANUARY 17, 2017 AT 4:30 P.M.

Voting Members Present:	Ken Britt Dave Rogers Julia Williams Damian Armijo	Chairperson Member Member Member
Voting Members Absent:	LaTishia Chavarria Claudia Phillips	Member Member
Board Secretary Present:	Luis Renteria	Parks & Rec. Superintendent
Others Present:	Mary Garwood	Beautification Coordinator

The meeting was called to order by Ken Britt @ 4:36 pm

ITEM 1- ROLL CALL OF VOTING MEMBERS AND DETERMINATION OF QUORUM

Present – Britt, Rogers, Williams, Armijo; Absent –Chavarria, Phillips

(There is one vacant position)

ITEM 2- APPROVAL OF AGENDA

Motion was made by Dave Rogers and seconded by Julia Williams to approve the agenda.

The vote was as follows: Yes – Britt, Rogers, Williams, Armijo; No - None; Abstain – None; Absent –Chavarria, Phillips; The motion carried.

ITEM 3- APPROVAL OF MINUTES HELD AUGUST 16, 2016

Motion was made by Dave Rogers and seconded by Damian Armijo to approve the August 16, 2016 minutes

The vote was as follows: Yes – Britt, Rogers, Williams, Armijo; No - None; Abstain – None; Absent –Chavarria, Phillips; The motion carried.

ITEM 4 – VOTE ON CHANGING THE MONTHLY MEETING TIME:

Motion was made by Damian Armijo and seconded by Dave Rodgers to change the monthly meeting time to 5:00 pm.

The vote was as follows: Yes – Britt, Rogers, Williams, Armijo; No - None; Abstain – None; Absent –Chavarria, Phillips; The motion carried.

ITEM 5 – DISCUSS PLANS FOR FY 2016/17:

The item will be discussed at the next meeting.

ITEM 6 – DISCUSS ATTENDANCE PROBLEMS AND BOARD VACANCIES:

Ken Britt said Mary Garwood would like to become a voting member on the Board.

Motion was made by Dave Rodgers and seconded by Julia Williams to submit Mary Garwood's name for approval from the Mayor's office to become a member of the City Tree Board.

The vote was as follows: Yes – Britt, Rogers, Williams, Armijo; No - None; Abstain – None; Absent –Chavarria, Phillips; The motion carried.

Ken Britt said Claudia Phillips has expressed a desire to stay on the Board and LaTishia Chavarria e-mailed her resignation. There are two vacant positions pending the approval of Mary Garwood.

ITEM 7 – UPDATE ON THE FOLLOWING BOARD ACTIVITES:

- **Memorial Tree Program – Brochure Update**

No update.

- **Report from City Arborist**

Luis Renteria said there will be four Live Oaks planted at the Labyrinth by Phil McCullough. Mary Garwood said once the trees are planted they will pick out the shrubs to go around the labyrinth. There is about \$900 left in the landscaping fund for the labyrinth.

Luis Renteria will be attending the Think Trees Conference on January 19th and 20th.

ITEM 8 – SCHEDULE NEXT MEETING

The next meeting is scheduled for 5:00 pm on February 21, 2017.

ITEM 9 – ADJOURNMENT

The motion was made by Dave Rogers and seconded by Julia Williams to adjourn the meeting.

The vote was as follows: Yes – Britt, Rogers, Williams, Armijo; No - None; Abstain – None; Absent –Chavarria, Phillips; The motion carried.



Ken Britt, Chairman