

# Pendleton Urban Forestry Committee

MEETING DATE: April 18, 2024  
LOCATION: Pendleton Town Hall  
100 W. State Street Pendleton, Indiana  
TIME: 6:00 pm

## ORDER OF BUSINESS

### I. CALL TO ORDER

Meeting was called to order by President Carol Hanna at 6:00pm.

### II. ROLL CALL AND DETERMINATION OF QUORUM

Board members in attendance were President Carol Hanna, Vice President Jo Scott, Kerry Dodd. A quorum was established.

Individual representing the Town was Assistant Planning Director Denise McKee

### III. APPROVAL OF MEETING MINUTES

Approval of March 2024 meeting minutes

**Motion made by Kerry Dodd and seconded by Vice President Jo Scott to approve the March 2024 meeting minutes. Vote taken and approved by all; motion carried.**

### IV. OLD BUSINESS

#### A. Indiana DNR Arbor Day Poster Contest - Pendleton Intermediate

Assistant Planning Director Denise McKee provided the following information:

- Schoolwide “Oak Trees: Superheroes of the Forest” Poster Contest
  - Schoolwide Awards Presentation held April 10th at 9:00 am
  - Huge thanks to the following Pendleton Intermediate Staff Members
    - 5th Grade Classroom Teachers: Kim Collier, Bethany Beaver, Beth Lanman, Sara Ragan
    - Art Teacher: Kirsten Gray
    - School Principal: Melissa Hagerman
  - 5th Grade Students Award Recognitions
    - 8 Honorable Mention Award Winners: Kendyl Blair, Scarlett Myers, Mila DeShong, Judd Roberts, Wrigley Colson, Jayne Ginther, Brady LeBeau, Abby Buettner
    - 4 Top Classroom Award Winners: Nora Bishop, Izzy McAlarney, Ava Wills, Ameila Purdue
    - Top Schoolwide Award Winner: Nora Bishop
  - Top Schoolwide Nora Bishop entered into Indiana DNR, Division of Forestry statewide poster contest and earned **SECOND PLACE** in the STATE!
  - Indiana DNR to issue press release & social media coverage on Arbor Day

- Coverage - Facebook (PUFC & Town of Pendleton);Times Post (4/25); Town of Pendleton April & May Newsletter
- Bishop's poster entered in Pendleton Art Society mural collage contest
- Town Council May 9th at 6 pm - Will recognize all top 12 artists plus award Bishop and School Representative/Teacher with State prizes

B. Madison County Stormwater Quality Partnership Earth Day/Arbor Day Project

Assistant Planning Director Denise McKee provided the following information:

- Event Details
  - Event hosted by Anderson Parks & Recreation
  - Location - Citizens Plaza in Anderson, Indiana
  - Date - Friday, April 26<sup>th</sup>
  - Time - 11:00 am - 2 pm
  - Set-up starts at 10:30 am
  - MCSQP Booth to educate the importance of trees and the role they play in stormwater management
  - Materials to be distributed: MCSQP pamphlets, dog poo bags, coloring sheets & crayons, and tree/stormwater educational materials
  - Social Media coverage on both Town and PUFC FB pages
  - Carol Hanna to volunteer as representative from Pendleton Urban Forestry Committee

C. Hayes Arboretum Visit

Assistant Planning Director Denise McKee provided the following information:

- Wednesday, June 19<sup>th</sup> from 8:30 am - 3:00 pm
- Hayes Nature Center - 801 Elks Road in Richmond, Indiana
- Depart 8:30 am, Session 10:00 am - 12:00 pm, Lunch/Picnic 12:00 pm - 12:30 pm; Arboretum Walking Tour 12:30 pm - 2:00 pm, Leave 2:00 pm, Return 3:00 pm
- Session - Owner Stephen Hayes to share about the Arboretum, how it was established, grown and addressed obstacles over the years
- Dress comfortable; bring sack lunch/water bottle & questions

Kerry Dodd, Jo Scott and Carol Hanna stated that they plan to attend

D. Indiana Tree City/Campus Forum – June 4<sup>th</sup>

Assistant Planning Director Denise McKee provided the following information:

- Event Details
  - Hosted by Indiana DNR, Division of Forestry
  - Purpose - Acknowledge Indiana Tree City Recipients, learn about local projects, invasive pests as well as provide opportunity for networking and roundtable discussions among attendees
  - June 4<sup>th</sup> from 12:30 pm - 4:00 pm
  - Morgan Monroe State Forest Training Center in Martinsville, Indiana
  - Depart 10:00 am, Forum 12:30 pm - 4 pm; Leave 4 pm; Return 5:30 pm (unless opt to stop for dinner)
  - Registered - Jo Scott, Dr. Kenneth Lau & Denise McKee (still open)

Jo Scott stated that she still plans on attending

E. Tree Inventory – Certified Arborist Service 2024

Assistant Planning Director Denise McKee provided the following information:

- Tanya Dodson, Certified Arborist - Plant Growth Management
- Year 2/5 = Southeast quadrant of Town boundaries
- To complete Park System - Falls Park Golf Course (+ Memorial Trees)
- Inventory Assessment May 2024 - October 2024

#### F. Tree Campus K-12 Program

Assistant Planning Director Denise McKee provided the following information:

- West Lafayette only municipal led Tree Campus K-12 Program in State
- Q & A Session - Bryce Patz, former City Forester for West Lafayette, now AmeriCorps Program Director for Indy Parks Improvements and Beautification Projects
- Friday, May 3rd from 1:30 pm - 2:30 pm
- May participate virtually or in-person at Town Hall
- Encourage sharing of comments/concerns/questions
- Primary steps to get started:
  - Commit/Pledge to Arbor Day - Spring, Summer, Early Fall
  - Assemble Team (PUFC, Park & School Administration) – Fall
  - Create Plan (Tree education, activities & program goals)- Fall
  - Hands on Experience - Fall or Spring
  - Celebrate Arbor Day – Spring
  - Apply for Recognition (Report - Education, Activities, Events) - End of School Year
  - Announce Recognition (Press Release/School Corporation & Town Council) - Following Fall

#### Discussion

Jo Scott suggested having school representative involved in discussions with Bryce Patz. Carol Hanna agreed that involvement with the school is key, but feels best to wait until more informed about the program. Hanna recommended asking if Mr. Patz would be open to assist with school discussions in the future when have something more formal to present to school. All members agreed. Dodd added that she is interested in learning how to promote the idea to the school with the delay in award/recognition by Arbor Day Foundation until the following school year.

#### V. NEW BUSINESS

##### A. Memorial Tree Program – Falls Park

Assistant Planning Director Denise McKee provided the following information:

- Meeting with Park Board Member Coco Bill, Park Administrator Sheree Belt and Park Horticulturist Julie Mitchell - April 2024
- Creating record-keeping system with existing records/incoming
- Addressing replacement tags and plantings upon notification
- Planting 5-10 trees per season (Spring/Fall)
- To maintain memorial tree data in TREEKEEPER
- Name of Loved One, Donor Name & Tree Image
- TREEKEEPER to issue log-in access to Park Department
- Town to host TREEKEEPER software training session with Park Staff in May 2024
- 1st priority for entry - new memorial tree plantings followed by past memorial tree plantings

All members were very pleased to hear that the park will start using TreeKeeper to log Memorial Trees. Members also expressed interest in helping plant the memorial trees each planting season.

## VI. ADJOURNMENT

Meeting adjourned by President Carol Hanna at 6:43pm

Next meeting May 16, 2024 at 6:00 pm.

DRAFT