



City of Abilene

Keep Abilene Beautiful Board Agenda

Notice is hereby given of a meeting of Keep Abilene Beautiful of City of Abilene to be held on June 8, 2022, at 12:00 p.m., at City Hall, Basement Conference Room, 555 Walnut, Abilene, Texas, for the purpose of considering the following agenda items.

CALL TO ORDER

PUBLIC COMMENTS

Public Comments on Any Item on the Agenda

MINUTES

1. Review and Approve May 2022 Meeting Minutes

TREASURER'S REPORT

2. Financial Report 4/01/22-4/29/22

COMMITTEE REPORTS

3.
 - A. Executive Committee
 - B. Grants Committee
 - C. Public Relations & Marketing Committee
 - D. Fundraising & Events Committee
 - E. Education & Outreach Committee

COORDINATOR'S UPDATE

AGENDA ITEMS

4.
 - A. Commemorative Tree & Bench Program
 - B. Annual Retreat
 - C. Litter Index
 - D. KAB Sustainable Business Certification

ADJOURNMENT

Notice

In compliance with the Americans with Disabilities Act, the City of Abilene will provide for reasonable accommodations for persons attending meetings. To better serve you, requests should be received forty-eight (48) hours prior to scheduled meetings. Please contact the City Secretary's Office at 325-676-6208. Telecommunication device for the deaf is 325-676-6360.

CERTIFICATION

I hereby certify the above meeting notice was posted on the bulletin board at the City Hall of the City of Abilene, Texas, on the 3rd day of June, 2022, at 3:30 p.m.

Shawna Atkinson, TRMC, CMC
City Secretary

**MINUTES OF THE
KEEP ABILENE BEAUTIFUL BOARD
May 11, 2022 | 12PM**

OFFICERS PRESENT

Cristal Murillo, President
John Willey, Secretary
Chase Robertson, Treasurer

OFFICERS ABSENT

none

BOARD MEMBERS PRESENT

Akane Thaxton
Aida Pantoja
Deborah Williams

BOARD MEMBERS ABSENT

Garrett Strickland
Reagan Van Coutren
Kyle Tolliver

KAB STAFF

Jennifer Pacheco, KAB Coordinator

ADVISORY MEMBERS PRESENT

Srini Valavala, Stormwater Svcs. Admin

COMMUNITY PARTNERS

Max Johnson, Interim Director for Public Works

GUESTS PRESENT

n/a

Call to Order

Cristal Murillo called the meeting to order at 12:00 p.m. A quorum of board members was present.

General Comments

Jennifer Pacheco, new KAB Coordinator, introduced herself to everyone. She is very qualified for new role, and she is excited to begin!

Chase Robertson gave an update on the current financial status of the organization. We need more information about a deposit received from the endowment account at Community Foundation of Abilene; John Willey will connect Jennifer Pacheco (new KAB Coordinator) & Katie Alford with CFA to discuss reporting expectations going forward.

Item 1:

Approval of Minutes

Motion to approve March 2022 board meeting minutes was made by Chase Robertson and seconded by Aida Pantoja. Through roll call, motion was carried unanimously.

Item 2:

Committee Reports

None of the committees held a meeting. Aida Pantoja said she was interested in joining the Grants Committee and Fundraising & Events Committee. Deborah Williams said she was interested in joining the Fundraising & Events Committee.

Item 3:

Coordinator's Report

There was some discussion about the bench donation program. Currently, KAB does not receive any revenue or recognition for the program. The Executive committee will review the program to discuss potential changes.

Item 4: **Agenda Items**

A. Vice President Position Open

John Willey nominated Akane Thaxton to be the new Vice President. Chase Robertson seconded the motion. Through roll call, motion was carried unanimously.

B. Keep America Beautiful Annual Dues & Standing

Srini Valavala reported that KAB was not in good standing with Keep America Beautiful. The executive committee will discuss future affiliation with the national organization. Akane Thaxton also reported that KAB received Gold Star Status with Keep Texas Beautiful for 2022.

C. Crepe Myrtle Sale

The Fundraising & Events committee needs to meet to discuss this event in detail. It will probably be held in the fall.

D. Audit

The board decided in March that the small balance sheet and low annual revenue level of KAB does not justify paying the necessary fees for an external audit.

E. GCAA 2022 Application

KAB did not receive the award for 2022. The group all agreed to be more proactive with the application next year.

F. Keep Texas Beautiful Conference

Cristal Murillo stated that she will attend the conference in addition to Kyle Tolliver. Jennifer Pacheco will also attend, and her expenses will be paid from the Stormwater Services budget.

G. Tire Amnesty/Rain Barrel Giveaway

The event will be held May 20-21 from 8am-4pm. The city's Stormwater Services department will fund the marketing efforts, and they will handle the event coordination. The goal of the event is to collect used tires so that they can be recycled, and to prevent them from being dumped illegally. KAB board members are encouraged to attend.

Item 5: **Adjournment:** The meeting was adjourned at 12:44 p.m.

John Willey, Secretary

Cristal Murillo, President

PO Box 701, Abilene, TX 79604

PLEASE EXAMINE AT ONCE

Check your statement and enclosures, and report any discrepancies within thirty (30) days. Please direct any phone inquiries regarding your accounts to (855) 660-5862. Written inquiries should be sent to the address listed, attention: Research.

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KEEP ABILENE BEAUTIFUL INC
GENERAL OPERATING ACCOUNT
ATTN: NICOLE EAVES
PO BOX 60
ABILENE TX 79604-0060



ACCOUNT NUMBER	1013633319
STATEMENT DATES	4/01/22-4/29/22
ENCLOSURES	3
PAGE	1 of 4

SUMMARY OF ACCOUNTS

Account Number	Account Description	Current Balance
1013633319	Business Interest Checking	52,119.26

ACCOUNT SUMMARY

Business Interest Checking

Account Number	1013633319	Statement Dates	4/01/22 thru 5/01/22
Previous Balance	52,130.82	Days in Statement Period	31
1 Deposits/Credits	678.00	Average Ledger	52,390.56
2 Checks/Debits	690.00	Average Collected	52,368.69
Monthly Maintain Fee	0.00		
Interest Pd This Stmt	0.44		
Ending Balance	52,119.26	2022 Interest Paid	1.72

Account Title:
Keep Abilene Beautiful Inc
General Operating Account
Attn: Nicole Eaves

MISCELLANEOUS CREDITS

Date	Description	Amount
4/13	Deposit #44	678.00
5/01	Interest Deposit	0.44

INTEREST RATE SUMMARY

Date	Interest Rate
3/31	0.010000%

CHECKS IN SERIAL NUMBER ORDER

Date	Check Number	Amount	Date	Check Number	Amount
4/25	2481	345.00	4/25	2482	345.00

(*) Denotes missing check numbers

DAILY ENDING BALANCE

Date	Balance	Date	Balance	Date	Balance
4/01	52,130.82	4/25	52,118.82	5/01	52,119.26
4/13	52,808.82				

Checkbook Reconciliation

CHECKS OUTSTANDING

[illegible]

ENTER

Balance This Statement

\$ _____

ADD

Recent Deposits

(Not Credited On This Statement)

\$ _____

§

TOTAL

§

SUBTRACT

Checks Outstanding

\$

BALANCE

§

Should agree with your checkbook balance after deducting charges and adding credits included on this statement, but not shown in your checkbook.

PLEASE REPORT ANY DISCREPANCIES WITHIN 30 DAYS

In Case of Errors or Questions About Your Electronic Transfers

Telephone us at (855) 660-5862

or

Write us at PO Box 701, Abilene, Texas 79604

We are capable of handling WEB code, TEL code and paper check conversion transactions, which may or may not apply to your account. These transactions may be initiated by a third party (normally a merchant) that has provided you with goods, services, or is in the process of collecting an insufficient check. These transactions will appear on your statement like an ATM or debit card transaction. Your authorization to make these types of electronic fund transfers may be expressed in writing or implied through the posting of a sign. Merchants may also receive authorization by telephone or through the internet. You should use caution and only provide your bank and account information to trusted third parties that you have authorized to initiate electronic fund transfers. Third parties may charge fees disclosed to you. We have no control over third party fees.

ERROR RESOLUTION NOTICE

In case of errors or questions about your electronic transfers, call or write us at the telephone number or address listed in this disclosure, as soon as you can, if you think your statement or receipt is wrong, or if you need more information about a transfer listed on the statement or receipt. We must hear from you no later than 60 days after we sent the FIRST statement on which the problem or error appeared.

- (1) Tell us your name and account number.
- (2) Describe the error or the transfer you are unsure about, and explain as clearly as you can why you believe it is an error or why you need more information.
- (3) Tell us the dollar amount of the suspected error.

If you tell us verbally, we may require that you send us your complaint or question in writing within 10 business days.

We will determine whether an error occurred within 10 business days (20 business days if the transfer involved a new account) after we hear from you and will correct any error promptly. If we need more time, however, we may take up to 45 days (90 days if the transfer involved a new account, a point-of-sale transaction, or a foreign-initiated transfer) to investigate your complaint or question. If we decide to do this, we will credit your account within 10 business days (20 business days if the transfer involved a new account) for the amount you think is in error, so that you will have the use of the money during the time it takes us to complete our investigation. If we ask you to put your complaint or question in writing and we do not receive it within 10 business days, we may not credit your account. An account is considered a new account for 30 days after the first deposit is made, if you are a new customer.

We will tell you the results within three business days after completing our investigation. If we decide that there was no error, we will send you a written explanation.

You may ask for copies of the documents that we used in our investigation.

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KEEP ABILENE BEAUTIFUL INC
GENERAL OPERATING ACCOUNT
ATTN: NICOLE EAVES
PO BOX 60
ABILENE TX 79604-0060

ACCOUNT NUMBER	1013633319
STATEMENT DATES	4/01/22-4/29/22
ENCLOSURES	3
PAGE	3 of 4

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CHECKING DEPOSIT		FIRST FINANCIAL BANK		CREDIT	
FD-1054 Rev. 12/10 11/02/10 Checks and other items received for deposit are subject to terms and conditions of this financial institution's account agreement. Deposits may not be available for immediate withdrawal.					
DATE	4/13/2022	CASH	678.00		
SIGN FOR LESS CASH		REPOSIT			
TO:		SUB-TOTAL			
NAME		LESS CASH RECEIVED			
ADDRESS		AMOUNT	\$ 678.00		
CITY/STATE/ZIP		ACCOUNT NUMBER	1013633319	TC	
⑆44⑆ ⑆500101056⑆					

Deposit: 44 Date: 4/13/2022 Amount: \$678.00

KEEP ABILENE BEAUTIFUL		TWO SIGNATURES REQUIRED		2482	
PO BOX 60 ABILENE, TX 79604-0060					
Date		4-22-2022			
Pay to the Order of		Chase Robertson		\$ 345.00	
Three hundred & forty five		xx/100		Dollars	
FIRST FINANCIAL BANK					
For		Keep America Beautiful 2021 Pues reimbursement			
⑆111301122⑆ 2482101013633319⑆					

Number: 2482 Date: 4/25/2022 Amount: \$345.00

KEEP ABILENE BEAUTIFUL		TWO SIGNATURES REQUIRED		2481	
PO BOX 60 ABILENE, TX 79604-0060					
Date		4-22-2022			
Pay to the Order of		Chase Robertson		\$ 345.00	
Three hundred & forty five		xx/100		Dollars	
FIRST FINANCIAL BANK					
For		Keep America Beautiful 2021 Pues reimbursement			
⑆111301122⑆ 2481101013633319⑆					

Number: 2481 Date: 4/25/2022 Amount: \$345.00

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Keep Abilene Beautiful

BOARD MEETING

Board Meeting | June 8, 2022



JUNE 8, 2022

BOARD MEETING

- Call to Order

- Public Comments

Approval of Minutes from the

- May 11, 2022 Meeting

- Treasurer's Report

COMMITTEE REPORTS





COORDINATOR'S REPORT

TIRE AMNESTY & RAIN BARREL GIVEAWAY

- We collected 344 tires on Friday
558 tires on Saturday
- Total of 902 tires through 141 citizens
- All 200 rain barrels were distributed by 3 pm on Friday



BOARD MEETINGS & END OF YEAR EVENTS

FINISHING FY 21 - 22

June

Board Meeting
Jun 8, 2022

July

Board Meeting
Jul 13, 2022

Litter Index
July 30

August

**August Annual Meeting
& Board Retreat**
Aug 10, 2022

Annual Litter Index Due
Aug 10, 2022

September

Board Meeting
Sep 14, 2022

COMMITTEE MEETINGS

Grants

Tuesday Meetings

**June 21
July 26
August 13
September 27**

Public Relations & Marketing

Thursday Meetings

**June 16
July 21
August 13
September 22**

Fundraising & Events

Wednesday Meetings

**June 15
July 20
August 13
September 21**

Education & Outreach

Tuesday Meetings

**June 14
July 19
August 13
September 20**



Keep Texas
Beautiful
KEEP AMERICA BEAUTIFUL AFFILIATE

ANNUAL CONFERENCE

When & Where

Austin, Texas
June 27 - 29

Board Participation

- Cristal Murillo
- Kyle Tolliver

AGENDA ITEMS





COMMEMORATIVE TREE & BENCH PROGRAM

WHAT IS THE COMMEMORATIVE TREE & BENCH PROGRAM?

THIS PROGRAM PROVIDES AN OPPORTUNITY TO HONOR PEOPLE AND COMMEMORATE SPECIAL EVENTS BY DONATING A BENCH OR TREE TO BE PLACED IN ONE OF OUR BEAUTIFUL PARKS.

A TREE OR BENCH IS A UNIQUE GIFT THAT LASTS FOR SEVERAL LIFETIMES, A WONDERFUL WAY TO CHERISH THE MEMORY OF A LOVED ONE, CELEBRATE A BIRTH, HONOR PERSONNEL IN UNIFORM, AND COMMEMORATE A WEDDING OR ANNIVERSARY.



The funds received are used to purchase the tree, commemorate the person and/or event, provide care and protection for the tree, and help beautify our parks.

Each tree will be a 15-20 gallon tree and you may select from one of the following species: Chinese Pistache, Shumard Red Oak, Live Oak, or Bur Oak.



The memorial bench will provide a peaceful place of rest and a plaque on the backrest will commemorate the honoree or event of your choice. You may select wood or recycled plastic lumber for the bench material.

After the tree is planted or bench is installed, the contact person will receive a certificate and map of the placement location.



For additional information:

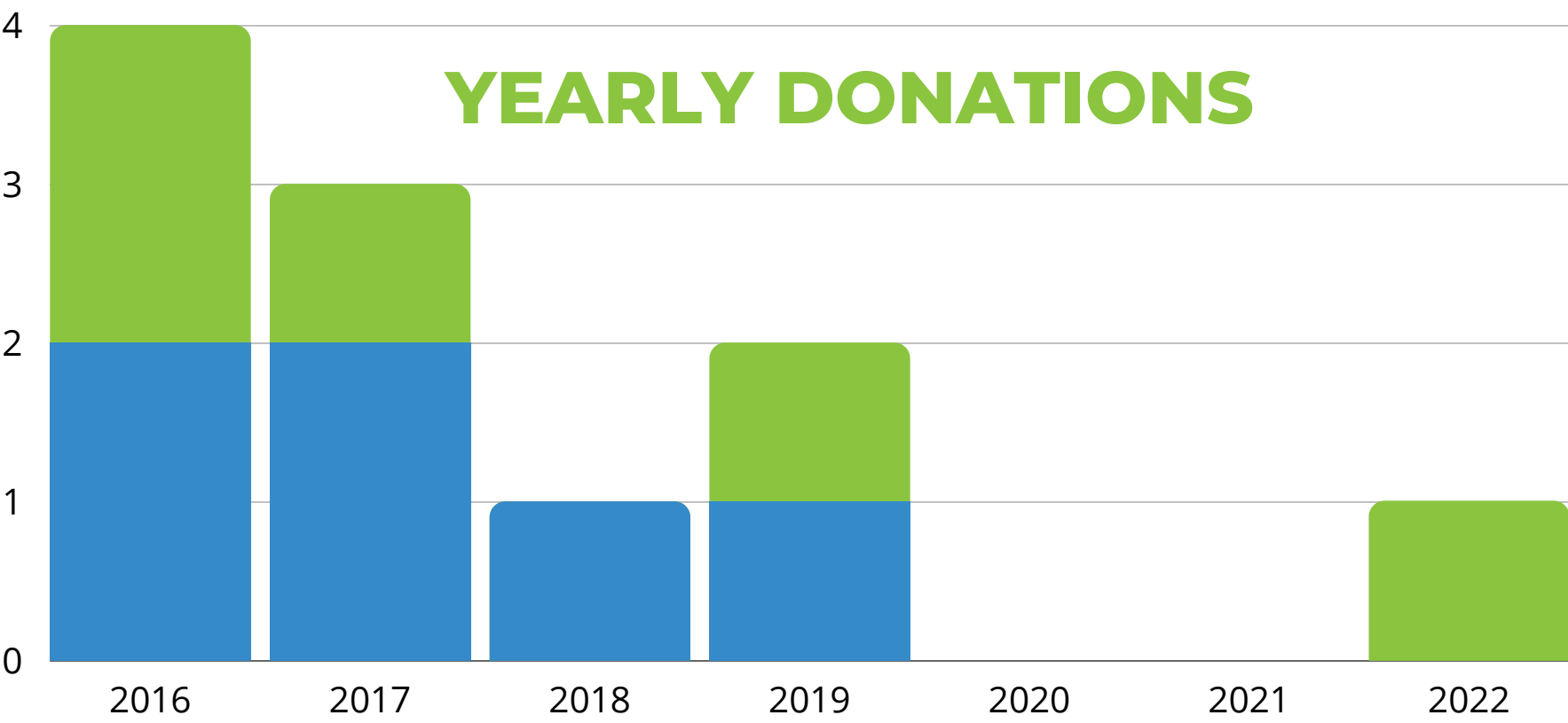
Keep Abilene Beautiful
325-734-3301
www.keepabilenebeautiful.org

Orders must be received by September 1st to be placed in October and November, weather permitting. Payment is due at the time order is placed. These donations qualify as a charitable contribution tax deduction.

HISTORY OF TREE & BENCH DONATIONS

MAY 2015

The program was introduced to the board in May 2015
Launched in 2016



BENCH
COST



63% COST INCREASE
OUR FEE: \$750
COST: \$1,200

Where Ideas Grow

ANNUAL MEETING & BOARD RETREAT

August 13, 2022

9:00 am - 12:00 pm

Development Corporation of Abilene

174 Cypress St # 301

KAB hosts a board retreat each August. A regular meeting is held first, followed by a special retreat meeting to help plan the coming year. Both meetings are open to the public and subject to the Open Meetings Act that all KAB meetings follow.





ANNUAL

LITTER INDEX

Why

As a part of our affiliate with KTB & KAmB, each year KAB board members participate in the Litter Index. Through this program KAB members visit specific areas and visually rate the amount of litter present. The City of Abilene is broken into five areas. These sites are the same every year, so the amount of litter can be compared to past years. This process can show us if litter in those areas is trending upward or downward.

How

KAB members are provided a map, written directions, and instructions on how to rate their area. We will meet at a central location to get started, group up into teams, and then go to our specific areas. At the end, we will meet for an Ice Cream Social.

Sign-up sheets for the area you would like to participate in are located at the back of the room. The Executive Committee thought inviting dedicated volunteers to help would make a great addition to the Litter Index.

When

July 30
9:00 am

Board Meeting | June 8, 2022

SUSTAINABLE BUSINESS CERTIFICATION





Keep
Abilene
Beautiful

ADJOURNMENT

NEXT MEETING: JULY 13TH

Board Meeting | June 8, 2022