



Tree Board

MEETING MINUTES

Regular Meeting - March 14, 2024 – 6:00pm

Amherst Town Hall – Councilmembers Conference Room

- I. Call to Order – E. Banks
- II. Roll Call – E. Graczyk:

Ellen Banks, Chair - PRESENT
Dan Delano, Member - ABSENT
Barbara Burke, Member - ABSENT
Wendy Mackowski, Member - PRESENT
Jeff Szatkowski, Town of Amherst Landscape Architect - ABSENT
Dominic Creamer, Town of Amherst Forester - ABSENT
Shawn Lavin, Town Board Liaison - ABSENT
Elizabeth Graczyk, Resource Coordinator - PRESENT
Kyle Townsend, Member - PRESENT

III. Agenda Items

- a. Administrative Items
 - i. Vote/Discussion to approve minutes of January 25, 2024 – **Quorum not met.**
Will send email with minutes attached for approval.
- b. Current Business
 - i. CTMP Status – Discussion of board review and findings. Discussion of work plan development. – **W. Mackowski requested members prepare bulleted talking points for CTMP discussion at May meeting. E. Graczyk will draft resolution to adopt plan and suggest draft and competition of work plan.**
 - ii. Community Education & Outreach – Continued discussion –
 - a. Partnership Opportunities – **4-H/Tree Board “Growing Together” Program proposal. See attached. Discussion to approve partnership. Will email program for Board approval – time sensitive.**
 - b. Speakers’ Bureau – **B.Burke. E. Borenstein sent information to members after last meeting. Is this something the group would like to pursue? Is this something Barbara is interested in pursuing? Please advise.**

- c. Agenda addition – W. Mackowski suggests partnership with Buffalo State College Arboretum for speaker series. W. Mackowski will connect with contacts to coordinate.

IV. New Business

- a. Market at Bassett Park 2024 Seedling Giveaway Update – E. Graczyk – S. Lavin authorized purchased of 150 seedlings from Erie County Water and Soil Conservation District. E. Graczyk placed order on 2/22/2024. Containers to be ordered by 3/31. E. Graczyk and D. Delano will pickup tree orders and pot in a space provided by the Youth & Recreation department. E. Graczyk will produce a QR code to attach to pots for recipients to share information about their tree, planting, etc, in an effort to engage with the public beyond the giveaway.
- b. Seedling Program with Stacie Kaufman and Forest Elementary – S. Lavin – Tabled.
- c. “Amherst Tree Seekers” Proposed program/update and presentation – E. Graczyk. – Moving forward with program. E. Graczyk will provide draft for PR, graphic for program, and possibly 2 dates for club meetings at the next meeting for board approval.
- d. Tree Board social media – Establishing a social media page – Discussion with K. Townsend, W. Mackowski, and E. Banks with regard to ownership/admin and permissions/requirements from Town. Will continue discussion at next meeting.
- e. 2024 Grant Initiatives – S. Lavin and E. Graczyk – Items 1 and 2 tabled until next meeting with Liaison present.
 - 1. ACP Living Memorial
 - 2. Amherst State Park – Master plan and fruit tree grant program. Opportunity for Tree Board to work with State – E. Graczyk.
- f. Expanded Membership Discussion –
 - 3. Status - New member, Kyle Townsend approved at 3/11/24 meeting. Welcome Kyle. S. Lavin. Board would like to draft an “FYI, meet your board” press release and also share information about what the group does, mission, and call for additional members and public engagement”.
- g. Tree City USA Status, Arbor Day Proclamation – J. Szatkowski – J. Szatkowski has prepared the annual proclamation – see attached. This will be submitted to Town Board prior to the June 9th celebration noted in the proclamation, and will include a press release noting the tree giveaway and event.

V. Public Expression (3 minutes per speaker) – no speakers present

VI. Upcoming Meetings – May 16, 2024

VII. Motion to adjourn made by E. Banks. Second by W. Mackowski. Motions passed. Meeting adjourned 7:10pm.

