

KEEP PLANO BEAUTIFUL COMMISSION MINUTES
May 16, 2007

Present: Johnnene Addison-Gay
John Caldwell
Karen Mitchell
Rob Sipll
Tim Valis
Chris White

Absent: Kelly Carlson
Paul Pathrose

Staff: Heather Merchant

Minutes by: Rita Keys

CALL TO ORDER

A regular meeting of the Keep Plano Beautiful Commission was called to order at 7:02am at 4200 West Plano Parkway.

APPROVAL OF MINUTES

A motion to approve the minutes was made by Chris White and seconded by Rob Sipll. The motion passed unanimously by voice vote.

John introduced new Commission Member Karen Mitchell who gave a brief description of her interests and stated why she applied to be a member of the KPB Commission.

CHAIR REPORT

Live Green in Plano Expo – Commissioners felt this was a great event and stated they had received favorable comments from residents and vendors. Heather stated how educated the audience was and that vendors had also noted this. Approximately 7,500 people attended the event largely due to excellent media coverage.

The event will be held again next year on April 11 or May 31. Surrounding cities have been invited to participate, and the event may be contracted out. A facility will be selected that will be large enough to accommodate most vendors indoors. This year's rain resulted in some tents and the community stage being moved. John suggested the community stage not be moved to such an isolated area next year even if it rains. Thank you cards should be sent to community stage entertainers.

Rob stated the game wheel needed to be repaired as it kept landing on the same two questions. Casey's thank you to Commission Members for attending the expo and GCA was read.

Environmental Community Awards – John stated the event went well and was well organized. Johnnene did state that the building was difficult to locate but she felt the facility was very nice. She noticed that a large number of students and parents left early which resulted in a large loss of the audience. The need exists to draw more people in who will remain for the entire program.

July 4th Parade – Volunteers are needed to carry the litter-free banner and collect trash from spectators. Two MadVacs were requested and will need to be decorated. The parade starts at Plano Senior High School parking lot and travels down Independence to Spring Creek. Organization will require a plan to get everyone back to the PSHS parking lot.

Chris suggested decorating a couple of days before the parade. John stated pictures were needed and Chris volunteered to be the photographer. Heather stated the department would have a Live Green float and that the two may be combined.

Tim stated there were usually three sections: 1) troops carrying the litter-free banner (preferably near the front of the parade), 2) troops collecting trash and a truck for carrying supplies and bags of trash (middle section), and 3) another banner and MadVacs at the end. The Volkswagen is also part of the parade and will need to be decorated. The winner of the Great American Cleanup T-shirt design contest rides in the VW.

Balloon Festival – This event was not discussed.

Senior Spruce Up – This event is usually held on Make a Difference Day. The item was tabled until June when Casey returns.

Tree Sale – John will contact the city of Allen to inquire how they conducted their tree sale. This event would involve residents being able to purchase trees. Local nurseries would be contacted to determine interest. John will pursue this endeavor if the resources are available.

Great American Cleanup – Casey's stats were read to the Commission – 21 volunteers helped with prep work for a total of 62.5 hours; 23 volunteers worked the day of the event for a total of 52 hours, bringing the total of volunteers to 44 with 158.5 total hours.

Discussion of what to do with leftover coupons ensued with Tim recommending letting vendors know how many coupons were distributed. Johnne wants other coupons returned to vendors so they know the monetary value of their contributions. Chris made a motion to return the coupons or let Casey disperse of them before expiring. The motion was seconded by Tim.

HOA Grants – John will contact HOAs and plans to attend the meeting where all of the HOAs meet. Chris volunteered to conduct one or two presentations. Casey will send HOA list to Commissioners.

High School Litter Prevention Program – Heather stated this event was still in the planning stages and schools have not been approached.

Cigarette Litter Prevention Program – John will get with Casey to discuss this program.

Youth Volunteer – John stated this had been Joe Celso's idea and that he had developed a very detailed outline explaining its function and procedures to carry out the program. Heather stated the purpose of the program was to help youth develop skills. The family volunteer program that would give families an opportunity to volunteer together may be merged with this one. John reported this program was unassigned and that it needed a lead person.

COORDINATOR REPORT

Finance Report – Heather presented the April report. There were questions regarding how money was diverted if it was not entirely spent (or over spent) on specific budget items. Heather explained the general fund and how the city funds the department. After a brief discussion, the Commissions questioned whether the financial report was necessary since they had no input or impact on the budget.

STAFF REPORT

Casey's request for Commissioners to report their volunteer hours was read. Members were asked to complete their volunteer forms at the end of each month and send them to Casey the first week of the following month. The Commission requested the current report be modified to list activities so only the hours would have to be entered. This would make it easier to complete the form and would alleviate activities being forgotten.

ITEMS FOR FUTURE AGENDAS

None.

ANNOUNCEMENTS

Chris recognized Heather as Employee of the Year.

With no further business to discuss, the meeting was adjourned at 8:02am.

NEXT SCHEDULED REGULAR MEETING – JUNE 20, 2007

ACTION ITEMS

ITEM	RESPONSIBLE
Send thank you cards to entertainers	Staff
Continue planning July 4 th parade and decorate	Commission/Staff
Contact city of Allen regarding tree sale	John
Return or use coupons before expiration	Casey
Attend HOA meeting	John
Discuss litter program with Casey	John
Revise Commission volunteer hours form	Casey