



Tree City USA Community Tree Board Second Quarterly Meeting

2 hours

- I. **Meeting opened**
- II. **Minutes** read and approved from last meeting – 5 minutes
- III. **Treasurer's Report:** 10 minutes
- IV. **Chairman's Report:** 15 minutes
 - a. Announce any information from National Arbor Day Foundation or the Georgia Forestry Commission
 - b. Report on City Council meetings attended
 - c. Report on city business related to tree board
 - d. Report on coordinated activities with city dept/personnel
- V. **Technical Program** – 1 hour, 15 minutes
Organized by Education Committee to provide technical training to tree board members by local or regional trainer on pertinent topic, i.e. proper pruning or proper planting.
- VI. **Committee Reports:** 15 minutes
 - a. Arbor Day Celebration – Review Arbor Day activities
 - b. Collect copies of press coverage
 - c. Announce National Arbor Day activities (if any)
 - d. Ordinance Review
 - e. Publicity
 - f. Education
 - g. Awards
 - h. Programs
- VII. **Old Business**
- VIII. **New Business**
- IX. **Meeting Closed**