



Tree City USA Community Tree Board

Third Meeting of the Calendar Year

1 hour

I. Meeting opened

II. **Minutes** read and approved from last meeting

III. **Treasurer's Report:** 5 minutes

IV. **Chairman's Report:** 10 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. **Arbor Day Wrap Up Report:** 25 minutes

- a. Review Arbor Day activities
- b. Budget
- c. Media Coverage - collect copies of all coverage
- d. Appreciation notes
- e. What to repeat/what to eliminate

VI. **Committee Reports:** 20 minutes

- a. Ordinance Review
- b. Publicity
- c. Education - Determine the topic for technical training at next month's meeting
- d. Awards
- e. Programs

VII. **Old Business**

VIII. **New Business**

IX. **Meeting Closed**