



**Tree City USA Community Tree Board**  
Seventh 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. **Tree City USA Application** – 10 minutes
  - a. Necessary information
  - b. Documentation
  - c. Coordination
- VI. **Arbor Day Celebration Planning** – 25 minutes
  - a. Goals of celebration
  - b. Budget
  - c. Location(s) for celebration
  - d. Press coverage/releases
  - e. Tree(s) identified
  - f. Persons involved
  - g. Bands/entertainment
  - h. Door prizes
  - i. Tree City USA flag
  - j. Proclamation
  - k. PLT/children's activities ideas
  - l. Adult activities ideas
- VII. **Committee Reports:** 10 minutes
  - a. Ordinance Review
  - b. Publicity
  - c. Education
  - d. Awards
  - e. Programs
- VIII. **Old Business**
- IX. **New Business**
- X. **Meeting closed**