



Keep Carter County Beautiful Board Minutes

Chamber Conference Room, 615 W. Elk Avenue, Elizabethton & Zoom
March 17, 2022, at Noon

Board Members Present: Don Hlavaty, Lisa Vezzosi, Mike Mains, Ed Jordan, Doug Theobald, Mike Simerly, Simon Maddox

Board Members Absent: Ross Garland, Ginger Holdren, Ed Basconi

Guest Present: Mary Ellen Hlavaty

Call to Order: Don Hlavaty opened the meeting at 12:00 noon. A quorum was not yet met, so it was decided to review the 501C3 updates without holding motions for approvals. Opening Prayer, Pledge of Allegiance, and Approval of Minutes skipped without the quorum present.

KCCB Treasurer Report: Mike Simerly

The bank statement closed with a balance of \$8,551.91. There was a deposit of \$1,250 from the City of Elizabethton. There was an expense of \$12.07 for Mail Chimp. While emails were sent to Mike Simerly regarding the activity, he stated that he never received them and was not sure why. Mike stated that Joy McCray sent the invoice to the City of Elizabethton for the last city payment due in June. Upon further discussion, Mike Mains suggested to Mike Simerly that he check the Junk mail section of his city email account for the missing emails. Mike Simerly found the city had classified the KCCB and Don's emails as Junk mail. He released them to his Inbox and unblocked the emails.

Public Comments: No comments were made.

Status of KCCB Corporation/501C3: Don Hlavaty, Lisa Vezzosi

- Lisa reported the Incorporation and Charter documents were completed 2/24/2022 and filed with the State. There was a \$100 application fee paid by Don and a \$8.95 postage fee paid to mail the documents Priority Mail to the TN Secretary of State in Nashville. Our application was processed, and confirmation documents were returned.
- Upon the confirmation of the Incorporation & Charter via a mailed letter from the TN SOS, the documents were registered with Carter County Register of Deeds on 3/11/2022 for \$8.50 paid by Lisa.
- The Employee Identification Number (EIN) was obtained via the IRS on 3/8/2022. No filing fee was required. Our EIN# 88-1088385 was registered, and our first IRS tax forms are due 9/15/2022.
- The new incorporation documents, as well as, the By-Laws and Conflict of Interest Policy were added to the KCCB website under the "About" title with its own tab for public viewing. This is a requirement for 501C3 organizations.

- Lisa reported the TN form 1023-EZ was submitted online 3/12/2022 with a filing fee of \$275 paid by Don. It should take about 4-6 weeks for approval confirmation of our 501C3 status.
- Once approved, we can request TN tax-exempt status.
- We will also need to obtain our own bank account and our own PayPal account. Joy McCray indicated she will release our funds via a check from the Chamber of Commerce once our 501C3 is approved.

Quorum: At 12:20pm, a quorum was reached via Zoom entry of Doug Theobald and Simon Maddox. The group decided to revisit the items needing Board approvals. It was indicated that Mike Simerly would need to drop off the Zoom meeting at about 12:45pm.

- At this time, Ed Jordan made a **motion to review the By-Laws** and approve the new ones as written. Mike Mains seconded the motion, and the **Board approved** unanimously.
- A **motion was made to approve the Conflict-of-Interest Policy** by Ed Jordan and seconded by Mike Simerly. The **Board approved** unanimously. Lisa stated an annual statement was required for the 501C3 for this policy. She asked everyone to look on the website for the form, sign it, and return to Lisa.
- It was decided to vote at a later time for reimbursement to Don for the 501C3 documents expenditures until KCCB has its own bank account set up. This would avoid asking the Chamber of Commerce Foundation to approve our funds being distributed to Don. Receipts will be submitted to Mike Simerly by Lisa for the Treasurer review.

Watauga Lake Project from 2/26/2022: Don Hlavaty

Don stated it was a successful project. There were areas of concern at the lake due to the large litter dumping into the lake. He had asked Kathleen Gibi about the specific site locations but because her phone had fallen into the lake, some data was lost. Simon commented that if she had uploaded the photos into the cloud or had saved them, she would have the ability to source the location off the photo taken by her iPhone. Ed Jordan indicated the specific location was needed to identify litter dump spots to neighbors and county law enforcement.

Maintenance Contracts for Tweetsie Trail Trees/Plants: Mike Mains, Ed Jordan, Don Hlavaty

- Mike Mains indicated City Parks & Recreation will pay \$1,500 toward the trees and provide the mulch upon planting. He had called Danny Hilbert regarding the annual maintenance of mowing with Danny's crew. The current contract will cover May-June, but the contract with Elizabethton & Hannon will need to be renewed starting July 1st because of the city fiscal year.
- It was determined that the tree planting along the Tweetsie Trail will be completed in front of the Ballard Health Medical Center building and extend toward Hudson Avenue. Mike Mains indicated he thought permission from the property owners was required since they maintained that side of the trail. Don stated he is awaiting confirmation from Hannon's on the exact delivery date. If confirmation cannot be obtained soon, it may cause a delay on planting. He indicated that he and Lisa would be on vacation. If delayed, Ross & Ed may need to oversee this project. He also stated Hannon's contract provided for the holes to be dug.

- A suggestion was made to wait for the purposes of getting the property owners permission, get tree delivery confirmation from Hannon, set new planting date if needed, get project supervised by Ed, Ross & Mike Mains, and for now postpone the project date.
- A **motion was made to approve the purchase price of \$3,240 to Hannon's for the trees**, by Ed Jordan and seconded by Simon. The **Board approved** unanimously. Mike Simerly will submit a request to the Chamber of Commerce Foundation for releasing the funds for the purchase. Mike will also submit the previously approved funds of \$720 for tree spraying on existing planted trees that was voted on last month. Mike Mains will contact Hannon's for a separate invoice of \$1,500 that will come from his city budget.

Keep Tennessee Great American Conference: Ed Jordan, Don Hlavaty

- Ed Jordan stated it was a good conference for the kick-off of KTB projects. Awards were given to the Chester County project and also a new award for leadership to the Chester County mayor. He and Don saw a lot of folks from other county groups. He indicated that Mayor Woodby also received recognition on her leadership. While she was nominated for the yearly award, she came in second. Ed stated our Tweetsie Trail Cleanup event will serve as our kick-off event for KAB this year, also coinciding with Earth Day.
- Don also indicated that Keep America Beautiful made a volunteer registration section on their website so our volunteers can add their litter pickup/events which gives KCCB credit for participation. The website shows KCCB as a local chapter of KAB. The public can click on their link to jump to our website for upcoming events and information.

Trash Trout Trap Set-Up Locations Update: Ross Garland, Don Hlavaty

- Ross provided an email with details of the trash traps to Don since Ross could not attend today. Don reported the Trash Trap was completed in Roan Mountain and the Riverkeeper group will pick up the trash first. Ross had indicated there were delays in the shipping of the equipment from the manufacturer. He also said data on trash volumes were going to be collected from both Tennessee and North Carolina universities. Ross also reported that signage would be placed at each location to provide public information and discourage vandalism of the traps.
- The Elizabethton trap is still pending set-up. KCCB has already approved \$250 for maintenance once it is installed. Don was given a contact point for the plan and invoices.

Wayfinding Signage: Ross Garland, Mike Mains

- The signs are still be manufactured by Snyder Signs with no delivery date set yet. We will still need to discuss exact placement upon delivery.
- Mike Mains has received his order of signs. They were larger than Mike expected. He will have his crew place signage within the city parks. It was suggested we swap out one of his larger signs for the smaller one along Hwy 321 at the Elizabethton city limit.

Seed Planting in City Plots: Mike Mains

- The seeds were purchased by Ed Basconi, but no further details were provided yet. There is no purchase price data available yet.

- The plan to plant seeds is set sometime in May. Mike Mains will determine locations. He suggested a linear trail plot to alternate with trees and plants to have established planter areas.

Grant Submission: Ginger Holdren

Ginger could not attend today's meeting but emailed to Don that no data was available at the time of the meeting. The grant submitted is still pending.

Business Sponsored Events: Don Hlavaty

A meeting with Carter County Bank has been set up for 3/23/2022 to ask for adoption of a highway on either Hwy 321 or at Blevins Road. Don indicated KCCB will requesting bank volunteers to help us at events.

Upcoming Events:

- The tree planting event may be moved to April based on the availability of Hannon's to delivery the trees before 3/26/2022.
- Since there will be too many events in April, we possibly may move the Blevins Road cleanup to another day. No decision was made at this time.
- Mike Mains indicated that our May seed planting event would be an evening event and is being planned now. He indicated that he had also visited the Blevins Road area to be cleaned up and commented on the private property across the street. Mike commented on the huge amount of trash/litter. Don stated the homeowner had been cited by Carter County, but court postponements by the owner had dragged out any determination for over a year. It is a county problem that the courts will need to address.

New Business:

- Don received a message from Ashley Cavender for a 3/26/2022 Jonesborough Cleanup event from 8:00am-noon. She asked for help from KCCB. Don stated he would send out a notice on the website for their event. He stated that they were meeting in the Food City parking lot and also providing a lunch afterward. Don will also send out their flyer.
- Doug asked for a copy of the By-Laws, Conflict-of-Interest policy & form to be emailed. He indicated that he would like to review and drop off the annual statement to Lisa.

Next Board Meeting:

The next Board meeting was scheduled for Thursday, April 21, 2022, at noon with the same in-person and Zoom setup. Ed Jordan made a motion to adjourn, seconded by Lisa.

Meeting adjourned at 1:28pm.

Submitted by,
Lisa Vezzosi, Secretary