



Keep Carter County Beautiful (KCCB) Board Meeting Minutes

Chamber Conference Room, 615 W. Elk Avenue, Elizabethton & Zoom
July 27, 2023, at Noon

Board Members Present: Don Hlavaty, Ed Basconi, Lisa Vezzosi, Ed Jordan, Mike Mains, Melinda Maddock, Simon Maddock

Board Members Absent: Ross Garland, Mike Simerly

Guests Present: Mary Ellen Hlavaty

Call to Order: Don Hlavaty opened the meeting at 12:11pm. A quorum was present.

Opening Prayer: Mike Mains

Pledge of Allegiance: Ed Basconi

Approval of the Meeting Minutes: A motion to approve the meeting minutes from May 25, 2023, was made by Don Hlavaty, seconded by Ed Basconi, and the **Board approved**. There were no minutes for June due to no quorum present. However, notes from the June meeting were distributed.

Public Comments: No comments were made.

Next Board Meeting:

The next Board meeting will be on Thursday, August 17, 2023, at noon in the Chamber of Commerce Conference Room, 615 West Elk Avenue, Elizabethton, and available by Zoom.

KCCB Treasurer Report:

- In Mike's absence, Don stated we have \$6,141.96 in our checking account as of 6/30/2023. This is the fiscal year end closing sum. There are no outstanding debits or income from June.
- In our PayPal account, there are monies but after numerous contacts from Store Frontier, we have had no response. Ed Basconi will try to purchase and request a transfer of outstanding funding in the account with them.
- We were notified of the funding by the City of Elizabethton for this next fiscal year which will be \$7,500.00. Lisa has already submitted our request and supporting documents for the first quarter payment of \$1,850.00 to Preston Cobb. The check should come in shortly.
- It was announced at a County Commission meeting that Carter County would be funding non-profit requests at 2021 rates. Therefore, we should be receiving \$5,000.00 from them shortly. We were also notified that Carter County paid the dues to *Keep America Beautiful*, and it shows up at their online site.
- Don stated with our current balance and the new funding approvals, we should have a starting budget of \$18,641.96.

- Lisa stated that the Tennessee Annual Report was completed for 2023-2024. It costs KCCB \$20.46 to file, and it will show on next month's expenses. The IRS 990-N form was also submitted.
- Lisa reported that the KCCB tax exemption forms were renewed automatically, and we received the form which now expires on June 30, 2027. As we utilize companies for expenses, we will need to update the form with them.
- After numerous attempts to contact Benevity, we still have not received contributions. Melinda will check with Microsoft to get an update.

New Budget for FY 2023-2024:

- The group reviewed the new budget proposal and discussed the line items. These line items were adjusted as follows:
 - Expenses related to the 501C3 maintenance are budgeted for \$50.00. We have already incurred the annual report fee of \$20.46. We will leave the remainder in case of any other expenses that may occur.
 - The Elizabethton/Carter County Chamber of Commerce dues should remain the same at \$200.00.
 - We will leave \$50.00 for Credit Union Related items, in case we need it, but do not expect to for now.
 - Due to no response from the Trout Trash Trap group, we are eliminating the \$250.00 fee. We can address them again in a meeting if they contact us.
 - In Website Related Fees, Don stated that he originally paid the 3-year fees as a donation to get KCCB started with the website. He would like KCCB to pay for the next costs. They should run about \$140.00 per year and would be renewed for 3 years in order to take advantage of that pricing (\$420.00). We will allocate \$500.00 to this line item.
 - KCCB Logo Grabbers line item has another \$700.00 allocated in case we need to order more.
 - Participation Fees will remain at \$100.00.
 - Beatification via Trees/Mulch/Shrubs/Seeds line item was increased to \$7,000.00. Discussion on the no guarantee of trees and the red bud trees dying suggest we may want to make different choices next Spring. This line item would also pay for the tree maintenance when the mulching is completed (\$2000.00) for weeding and mulch.
 - Printing Fees were increased to \$1,000.00 anticipating the school calendar project goes forward. The cost of printing and school costs have been accounted for.
 - Marketing was also increased to \$2,000.00 anticipating more marketing from the school project.
 - Miscellaneous Expenses were allocated \$500.00.
 - Litter Cleanup was allocated \$1,000.00 anticipating costs in rental equipment.
 - Recycle Bins & Supplies were discussed at length. Don suggested we add \$3,000.00 for new trash cans and recycle bins. Ed Jordan indicated that recycling has not been

happening much, but \$2,000.00 could be used to purchase more trash cans for Elizabethton Parks & Recreation. Mike Mains indicated that Riverside Park and Harmony Park need replacement trash cans. It was expressed that Mike Mains should make the determination of trash can purchase and allocation. This line item will be split to Purchased Trash Cans of \$2,000.00 and another line item for Recycle Bins & Supplies of \$1,000.00. A **motion was made to redirect \$2,000 on a line item as Trash Cans** was made by Ed Jordan, seconded by Lisa, and the **Board Approved**.

- The remainder of the budget will be left in reserve.

Proposed Events & Projects:

- Don indicated that he had been contacted by Kristi Smith from TDOT. She stated she was submitting KCCB for an award.
- Ed Basconi asked Melinda if she wanted to join him in reaching out the school system for the fall project. School starts about August 7th, and Ed anticipates the teachers will be too busy to discuss after a few weeks. They will make contact and report back next month.
- Don stated that Will Miller from Stormwater Management is required to have 5 events each year. He will contact him about his plans for scheduled cleanup for dumping or specific areas. Ed Jordan suggested we invite Will to a future meeting to discuss partnering with him for events.
- Don stated that Chris Schutter is taking over the Carter County Landfill. Don will contact him about our agreement for a free dumpster at our cleanup events. He suggested we create a partnership with Chris going forward. Don asked the Board members to look at specific events to sponsor.
- No update on wayfinding sign placement.

Tweetsie Trail Trash Discussion:

- Ed Jordan indicated the Tweetsie Trail needs a specific event for a cleanup. He feels we need to do more cleanup along the entire trail in Carter County. Perhaps we could enlist the help of students or County prisoners to partner with us. Ed indicated that Elizabethton is mowing over the trash and increasing the volume. While we have the Great American Cleanup from the Coffee Company toward Lyons Field, we need to clean up more often and also include the trail toward Hampton. Mike Mains suggested we contact the high schools because seniors are required to get 3 hours of volunteerism. Mike suggested we could use the students to cleanup along the Tweetsie Trail and it could be an "Adopt-A-Spot" program. Much like the Adopt-A-Highway system, we could post signage aligning a section of trail to a specific school. Ed Jordan agreed we should contact the schools to get the high schools to organize a section. Ed Basconi suggested we also give-away T-shirts, coupons, or similar items as incentives for partnership participation. We could also have a drawing for a give-away. Lisa indicated that we have only a few giveaways on hand and would need to purchase these items. Ed Jordan also indicated that we could get newspaper coverage of the program and would need to publicize the events afterward.

- Don reminded the group that our KAB affiliate certification requires 4 areas of focus to report – litter cleanup, recycling, education, and beautification. Our Mission Statement has a 5th goal for rewarding excellence.

Update on Elizabethton Parks & Recreation Events:

- Mike Mains stated he had been contacted by Nancy Cook regarding the flower plots and how nice they looked. She said she appreciated the newspaper article. She and her husband were the ones who donated the park to the city.
- Mike Mains also indicated that Parks & Recreation has received the donated trash cans and his crew were in the process of distributing them in the needed areas. He also indicated that he appreciated the use of the KCCB recycle bins at their events this summer.
- Don indicated that he had recently visited the Recycle Center on Cherokee Street. It looks like the County had moved the fencing and created an area on each side of the entrance roadway for placement of permanent public bins. He said Mike Simerly had told him that the City of Elizabethton had donated the existing dumpsters from Mill Street and Lyons Field to the County for that purpose. The project is moving forward, but slowly.

KAB Training and Affiliate Conference:

- As chairman, Don is required to attain 6 hours of training. Don indicated that he had completed 4 hours of online training. Unfortunately, training is not available for all 6 hours online. He will attend the virtual Executive Director training on August 8th. This gives us 5.5 Hours completed. There is no cost for this virtual training. Don stated he completed the Governance Report online. Jason Smith is the new KAB contact person.
- Don also indicated that *KAB* now requires the phrase “A Keep America Beautiful Affiliate” appear on our logo. Don created the addition to our KCCB logo and showed the group. He has placed it on our website, and we can utilize the new logo when we need more logo items, like stickers, yard signs, etc.
- *KAB* has updated their website and reporting for indexing and events. It is a work-in-progress, as *KAB* is still designing the Community Index Forms. It seems organizations are not giving enough pushback to get *KAB* to move faster so organizations can complete the reports. We must now complete our Indexing and submit it prior to August 1 every year to remain in the President’s Circle designation.
- *Keep Tennessee Beautiful* is hosting their affiliate conference in Chattanooga on September 27-28th. It is at the downtown Marriot, and they will pay for a room, breakfast & lunch, and all the training materials. Don and Lisa are registered to attend.

Discussion to Volunteer Suggestions:

- Don indicated KCCB has about 5 more metal signs. It was suggested that one be placed on Taylor Road. We need to request permission for that placement. Don said the previous yard sign on the high school ball field at Happy Valley High School deteriorated and was trashed. He suggested the placement of a metal sign there. Perhaps a metal sign at all the Carter County High School fields could be made.

- Ed Jordan discussed the award for Daniel French. Lisa stated Ed needed to produce the appropriate wording. A plaque could be purchased. There are award certificates online, but they also must be purchased and are not really personalized. They indicate only a date, recipient, and the organization. Ed will work on the design.

New Business:

No new business was discussed.

Adjournment:

A motion was made to adjourn the meeting by Ed Jordan, seconded by Ed Basconi, Board approved. The meeting was adjourned at 1:31pm.

Submitted by Secretary Lisa Vezzosi