



Keep Carter County Beautiful (KCCB) Board Meeting Minutes

Chamber Conference Room, 615 W. Elk Avenue, Elizabethton & Zoom
September 20, 2023, at Noon

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

Board Members Absent: Ross Garland, Mike Simerly

Guests Present: Mary Ellen Hlavaty

Call to Order: Don Hlavaty opened the meeting at 12:13pm. A quorum was present.

Opening Prayer: Ed Basconi

Pledge of Allegiance: Mike Mains

Approval of the Agenda: A motion to approve the agenda was made by Simon Maddock, seconded by Melinda Maddock, and the **Board unanimously approved.**

Approval of the Meeting Minutes: A motion to approve the meeting minutes from August 17, 2023, was made by Ed Basconi, seconded by Lisa Vezzosi, and the **Board unanimously approved.**

Public Comments: No comments were made.

Next Board Meeting:

- The next Board meeting will be Wednesday, October 18, 2023, at noon in the Chamber of Commerce Conference Room, 615 West Elk Avenue, Elizabethton, and available by Zoom. This was not the usual day because of the upcoming conference in Chattanooga.

KCCB Treasurer Report:

- The August month-end balance in the credit union account is \$7,996.50. There were no expenses for the month, but the first quarterly Elizabethton funding payment of \$1,875.00 was deposited. The Carter County funding payment is expected at the end of the first fiscal quarter.
- It appears Store Frontier has closed. We have had no response. We will search for another vendor to order KCCB merchandise.
- Don stated the PayPal account has a balance Of \$220.22 and that \$20 must remain to keep the account active for donations. Don will transfer the appropriate amount of funds.
- The Benevity issues seem to be resolved by our submission of an IRS letter forwarded to Microsoft indicating our active non-profit status.
- The IRS error of omission from the IRS report has not yet been resolved. Although, on the IRS database KCCB was listed correctly, the report may be used by other donors creating a disconnect. Don will monitor for the correction on the IRS report correction.

Officer & Director Elections:

- Lisa revised the Corporate Bylaws document as needed for the amended portion related to the Officers and Board Members term moving to our fiscal year, rather than the calendar year. The requirement for the Confidentiality Statements was also moved to the same fiscal year terms. The amended document will be posted on the KCCB website.

Trout Trash Trap Signage:

- The proposed sign wording was approved by Overmountain Trout Unlimited and the KCCB board. The project was submitted to Snyder Sign for a contract to create the sign in the same format as the other Carter County Wayfinding signage. The initial estimate was \$374.25, which will be shared with Trout Unlimited.
- We need to get permission from Carter County Mayor, Patty Woodby, to use the spare blank sign currently at Snyder Signs. Lisa will draft a letter to get permission from the mayor.
- Upon the creation of the sign, KCCB will need to submit a request to the City of Elizabethton to erect the sign along the bank of Buffalo Creek at Lyons Field. Mike Mains stated that he could submit the city permit request once the proposal is complete.
- In addition to the cost of the sign, we expect a cost of 4 bags of concrete to mount the sign. Lisa spoke to Rick Elliot from Trout Unlimited regarding the cost of the Snyder Sign proposal. Rick indicated that the cost was reasonable, and their group approved the plan and half the costs.
- **A motion to purchase the Trout Trash Wayfinding sign from Snyder Signs** (upon approval of the mayor), **with a KCCB cost limit of \$200.00** was made by Ed Basconi and seconded by Simon Maddock. **The Board unanimously approved.**

Discussion on Proposed Events:

- The upcoming Covered Bridge event will have the KCCB recycle bins distributed throughout the park and along Elk Avenue where the food trucks and vendors are located. Don will set up the bins at 10:00am on Friday, September 22nd and take them down on Sunday, September 24th. Lisa will cover the KCCB booth and assist Parks & Recreation for information, lost & found, and first aid. We have a few hundred coloring books, pencils, and KCCB stickers to distribute. We need more volunteers for booth coverage. Mike Simerly volunteered to come on Saturday at 3:30pm for coverage. Susette Clark will also participate in booth coverage.
- A discussion on the clean up event for Milligan Adopt a Highway was led by Ed Basconi due the concerns of weed killer spraying along the roadway. The pesticide is harmful to people and animals which is cause for concern to our volunteers. Ed Jordan suggested we contact the City Council regarding the MSDS sheet for the pesticide used, so Danny Hilbert knows our objection. Melinda volunteered to contact the city to obtain the MSDS information from the Streets Department. Ed Jordan stated the city should not use these chemicals and should not be a budget issue of manpower. Since the city was assuming the cost of the Elizabethton Golf Course, they have the money to address these issues. Mike Mains stated

manpower is an issue for each city department. It was felt that with the MSDS sheet information, we can take the issue to City Council and voice our objections. A **motion was made to schedule the Milligan Adopt a Highway Fall Clean Up on October 14th at 10:00am** by Lisa, seconded by Ed Jordan, the **Board unanimously approved**.

- Ed Basconi stated the annual Seed Swap event in Johnson City was cancelled. He will contact our existing vendors for purchasing seeds early next year.
- The Elizabethton Christmas Parade is scheduled for December 9, 2023, at 6:00pm. The pricing structure was changed to include non-profits participation at a cost of \$40.00. A **motion to participate in the Christmas Parade at a cost of \$40.00** was made Mike Mains, seconded by Ed Jordan, and the **Board unanimously approved**.
- Discussion regarding the Community Recognition for Daniel French was made. The City Council portion is set, and we are awaiting a date to present to Daniel upon his recovery.
- A report from Ed Basconi and Melinda regarding the school projects has stalled. There has been no progress in recent months to address creation of a 2024 calendar or further seed project suggestions. Since the 2024 calendars were so well received at the Covered Bridge events, Lisa proposed KCCB create one as a give-away. Ed Jordan made a **motion for Lisa to create the 2024 calendar for a cost of no greater than \$75.00 to distribute at Covered Bridge Days**, it was seconded by Ed Basconi. The **Board unanimously approved**.
- Don asked the group to submit ideas for events that each person can sponsor by the next meeting in October.

Affiliate Conference:

- Don, Lisa, and Mary Ellen are attending the conference for Keep Tennessee Beautiful in Chattanooga on September 27-28th. The costs for hotel and milage are covered by the affiliate. Don stated he was going to express his objection that the conference does not provide training for the Keep America Beautiful affiliate requirement.

New Business:

- No new business was discussed.

Adjournment:

A **motion was made to adjourn the meeting** by Ed Basconi, seconded by Mike Mains, and the **Board approved**. The meeting was adjourned at 12:58pm.

Submitted by Secretary, Lisa Vezzosi.