

**STRASBURG BOROUGH
SHADE TREE COMMITTEE
January 28, 2016 – 7:30 p.m.
AGENDA**

1. Call to Order
2. Citizen Comments
3. Reorganization: Election of Chairman & Vice Chairman
4. Minutes of September 23 and October 28, 2015 meetings
5. Finance Report
6. Center Square update
7. Fall Tree Planting wrap-up
8. Marketing Blitz
 - Banner(s)
 - Yard Signs
 - Posters
9. Other Business
10. New Business
11. Citizen Comments
12. Adjournment

**The February 18, 2016 meeting of the
Strasburg Borough Shade Tree Committee was canceled.**

**STRASBURG BOROUGH
SHADE TREE COMMITTEE
March 17, 2016 – 7:30 p.m.
AGENDA**

1. Call to Order
2. Citizen Comments
3. Minutes of January 28, 2016
4. Finance Report
5. Center Square Beautification
 - Schedule Date
 - Planting plan
6. Spring Tree Planting
 - Schedule Date
7. Spring Marketing Blitz
8. Other Business
9. New Business
10. Citizen Comments
11. Adjournment

**STRASBURG BOROUGH
SHADE TREE COMMITTEE
April 21, 2016 – 7:30 p.m.
AGENDA**

1. Call to Order
2. Citizen Comments
3. Minutes of March 17, 2016
4. Finance Report
5. Center Square Beautification
 - Cleanup & pansy update
 - Plant selection and layout for May 21
6. Spring Tree Planting
 - Site prep status
 - Final list of planting sites & species/variety
 - April 30 @ 8:00 a.m.
7. Spring Marketing Blitz
8. Other Business
9. New Business
10. Citizen Comments
11. Adjournment

**STRASBURG BOROUGH
SHADE TREE COMMITTEE
May 19, 2016 – 7:30 p.m.
AGENDA**

1. Call to Order
2. Citizen Comments
3. Minutes of April 21, 2016
4. Finance Report
5. Center Square Beautification
 - Plant selection and layout for May 21
 - Fertilization guidelines
 - Watering schedule
6. Spring Tree Planting Wrap-Up
7. Spring Marketing Blitz
 - May 21-June 21
 - Poster locations & distribution plan
 - Yard sign locations
 - Banner placement (some conflict with Heritage Society garden tour)
 - Parade idea
8. Other Business
9. New Business – Newsletter article update
10. Citizen Comments
11. Adjournment

**STRASBURG BOROUGH
SHADE TREE COMMITTEE
June 16, 2016 – 7:30 p.m.
AGENDA**

1. Call to Order
2. Citizen Comments
3. Minutes of May 18, 2016
4. Finance Report
5. Center Square: Fertilization/watering schedule
6. Spring Marketing Blitz
7. Other Business: Newsletter
8. New Business
9. Citizen Comments
10. Adjournment

**STRASBURG BOROUGH
SHADE TREE COMMITTEE
July 21, 2016 – 7:30 p.m.
AGENDA**

1. Call to Order
2. Citizen Comments
3. Minutes of June 16, 2016
4. Finance Report
5. Center Square: Fertilization/watering schedule
6. Marketing Blitz
7. Tree Request List for fall
8. Other Business
9. New Business: October meeting date change
10. Citizen Comments
11. Adjournment

**The August 18, 2016 meeting of the
Strasburg Borough Shade Tree Committee was canceled.**

**STRASBURG BOROUGH
SHADE TREE COMMITTEE
September 15, 2016 – 7:30 p.m.
AGENDA**

1. Call to Order
2. Citizen Comments
3. Minutes of July 21, 2016
4. Finance Report
5. Center Square update
6. Marketing Blitz: Fall 2016
7. Fall Tree Planting
 - Set date
 - Assign sites to members for visit & consultation
8. Other Business
 - Reminder: October meeting will be one week early, on October 13
 - Borough Appreciation Banquet October 20 at Historic Strasburg Inn
9. New Business: Asplundh scheduled this month by PPL
10. Citizen Comments
11. Adjournment

**STRASBURG BOROUGH
SHADE TREE COMMITTEE
October 13, 2016 – 7:30 p.m.
AGENDA**

1. Call to Order
2. Citizen Comments
3. Minutes of September 15, 2016
4. Finance Report
5. Center Square update: mums?
6. Marketing Blitz: Fall 2016: Yard signs
7. Fall Tree Planting
 - Saturday, November 12, 8:00 a.m.
 - Assign sites to members for visit & consultation
 - Verify workflow
8. Other Business
 - Reminder: Borough Appreciation Banquet October 20
9. New Business
10. Citizen Comments
11. Adjournment

**STRASBURG BOROUGH
SHADE TREE COMMITTEE
November 17, 2016 – 7:30 p.m.
Meeting held at Reynolds residence, 6 Kinder Lane
AGENDA**

1. Call to Order

2. Citizen Comments

3. Finance Report

Please submit any outstanding receipts to the secretary no later than
December 9, 2016 for reimbursement and year-end balance calculation

4. Fall Tree Planting/Center Square Cleanup Wrap-up

5. Review of Pending Tree Requests for Spring 2017

6. Other Business

- Meeting schedule for 2017: keep 3rd Thursday?
- Purchase of water crystals and MiracleGro refills with remaining funds (balance to be spent will be determined after all current outstanding receipts have been submitted)

7. New Business

8. Citizen Comments

9. Adjournment

**The December 15, 2016 meeting of the
Strasburg Borough Shade Tree Committee was canceled.**