

**STRASBURG BOROUGH SHADE TREE COMMITTEE MINUTES**  
**February 16, 2017 – 7:30 p.m.**

Members present: Brad Botchlet, Mary Dresser, Dale Kaufman, Gil Pratt  
Others present: Gail Anderson, Secretary

1. **Call to Order** – The meeting was called to order at 7:30 p.m. by Chairman Brad Botchlet.
2. **Citizens' Comments:** None.
3. **Appointment of Officers:** On motion by Mary Dresser, second by Dale Kaufman, and approved, the existing slate of officers is retained for 2017: Chairman Brad Botchlet, Vice Chairman Gil Pratt.
4. **Minutes:** On motion by Dale Kaufman, second by Gil Pratt, the minutes of September 15, October 13, and November 17, 2016 were collectively approved as printed.
5. **Finance Report:** The year-end 2016 report was reviewed, and should be corrected to include reimbursement to Miko Landscaping for trees purchased from Gault Nursery for the fall planting. With that correction, year-end balances show that all but \$151.31 of Borough funds was spent on trees, and all but \$111.64 of the Center Square Beautification funds were spent. Beginning balances in 2017 are \$2,021.82 for trees and \$800 for Center Square.
6. **Spring Tree Planting:** The committee discussed the tree requests that have been submitted for spring, and will make site visits to determine eligibility and placement for those who need review. April 22 was selected as the planting date, with April 29 as an alternate/rain date. The secretary will ask the FFA advisor for approximately 6 student volunteers. The members reviewed the edited "Advice on Tree Care After Planting" handout that is given to tree recipients, and approved it by consensus with minor revision.
7. **Center Square:** Dale and Gil will trim the grasses and liriopse on a warm day in March. Planting day will be Saturday, May 20 at 8:00 a.m. The actual planting plan will be discussed at a later meeting, but it was noted that we should keep better track of comments from the minutes about species that don't thrive, etc., when determining the plan for the new planting season.
8. **Marketing Blitz:** Yard signs and banners will go up on April 22, and come down approximately May 30. Ideas for an article for the next Borough newsletter will be reviewed at the upcoming spring meetings. Gail will ask Public Works employee Ed Zalewski about driving the Borough truck in the Memorial Day parade again this year to promote the tree program.
9. **Other Business:** None.
10. **New Business:** None.
11. **Citizens' Comments:** None.
12. **Adjournment:** The meeting was adjourned at 8:25 p.m.

Respectfully submitted,  
*Gail E. Anderson, Secretary*