



**Keep Duncanville Beautiful Board
Regular Meeting
Duncanville City Hall Briefing Room
203 E. Wheatland Road
Friday, October 6, 2017 @ 8:30 A.M.**

Item No. AGENDA

Explanation

1. Public discussion period.
2. Consider approval of minutes of the regular meeting held September 8, 2017.
3. Nominate and elect board chairperson and vice-chairperson.
4. Discuss mentors for new board members and any changes to existing board member responsibilities.
5. Nominate November 2017 Business Beautification Award recipient.
6. Discuss Arbor Day participation on November 3, 2017.
7. Discuss Toy and Coat Recycling Drive to launch November 6, 2017.
8. Discuss annual board retreat scheduled for November 10, 2017.
9. Receive staff report/updates:
 - Volunteer Hours Tracking Sheet
 - SL Hamilton Staff Report

Agenda Posted Monday, October 2, 2017 by 5:00 P.M.



Timothy Hamilton, Staff Liaison

Keep Duncanville Beautiful

2017 Event Calendar

January 2017	February 2017	March 2017
02 New Year's Day (Closed) 06 KDB January Meeting KDB Business Beautification Award (BBA) – due to Board 14 Litter Survey @ 9 a.m. 16 MLK Observance (Closed) 17 BBA – City Council Approval	03 KDB February Meeting *Spring Curb Appeal* Nominations due to Pam <hr/> *District 1 – Lee Burton *District 2 – Patti Clemmer *District 3 – Barbara McComb *District 4 – Joe Veracruz *District 5 – Lonnie McKnight *BBA – Daniel Flores	07 Spring Curb Appeal City Council Recognition 10 KDB March Meeting 11 Annual Garden Workshop 25 Household Hazardous Waste
April 2017	May 2017	June 2017
07 KDB April Meeting May Business Beautification Award (BBA) – due to Board 08 Don't Mess with Texas Trash-off 14 Good Friday (Closed) 18 BBA – City Council Approval 22 Earth Day	02 BBA – City Council Recognition 05 KDB May Meeting 05 *Summer Curb Appeal* Nominations due to Pam 29 Memorial Day (Closed/Monday)	02 KDB June Meeting 06 Summer Curb Appeal City Council Recognition 10 Keep Texas Waterways Clean 12-14 KTB's 50th Annual Conference in San Antonio, Texas
July 2017	August 2017	September 2017
04 Independence Day (Closed) 07 August Business Beautification Award (BBA) – due to Board 18 BBA – City Council Approval	01 BBA – City Council Recognition 04 *Fall Curb Appeal* Nominations due to Pam	04 Labor Day (Closed) 05 Fall Curb Appeal City Council Recognition 08 KDB September Meeting
October 2017	November 2017	December 2017
03 National Night Out 06 KDB October Meeting November Business Beautification Nominations – due to Board 07 Sweep It Out Saturday	03 BBA – City Council Recognition 03 *Winter Curb Appeal* Nominations due to Pam 03 Arbor Day Celebration 06 Toy/Coat Recycling Begin 10 KDB Annual Retreat 23 Thanksgiving (Closed) 24 Friday After Thanksgiving	01 KDB December Meeting 01 Duncanville Christmas Parade 05 Winter Curb Appeal City Council Recognition 08 Toy/Coat Recycling Last Pickup

Month - Complete



**KEEP DUNCANVILLE BEAUTIFUL
REGULAR MEETING
Council Briefing Room
203 E. Wheatland Road
September 8, 2017**

Board Members Present: Daneshé Bethune, Sylvia Clark, Cindy Copeland, Emily Gwynn, Barbara McComb, Dotti Pennebaker, Margaret Shrum, Liz Smith, Mary Ann Taylor and Vice-Chair Joe Veracruz were present for the meeting.

Board Members Absent: Lee Burton, Chair Bobby Cutler-Hill, Julie Lee, and Dorothy Wolverton.

City Staff Present: Timothy Hamilton, Parks Superintendent and KDB Staff Liaison (SL) and SWC Jessica Smith were city staff in attendance. Mayor David Green was also in attendance for this meeting.

Vice-Chair Veracruz noted a quorum and called the meeting to order at 8:36 a.m.

1. Public Discussion Period:

No one was in attendance for public discussion.

2. Introduction of new KDB board members.

Vice-Chair Veracruz asked for everyone in attendance to introduce themselves and state their tenure on the board.

3. Consider approval of minutes of the regular meeting held June 2, 2017.

Vice-Chair Veracruz asked if everyone had had time to read over the June 2, 2017 minutes. A motion was made by Board member Clark to accept the minutes as written; a second was made by Board member McComb. A vote was taken with a unanimous approval of 10 for and 0 opposed. Board members Lee Burton, Chair Bobby Cutler-Hill, Julie Lee, and Dorothy Wolverton were absent from the vote.

4. Discuss KDB participation in the National Night Out October 3, 2017.

Vice-Chair Veracruz briefly explained what we do at this event for the benefit of the new board members. SL Hamilton requested that a board member coordinate the participation by the board in this event. Board member Bethune volunteered to do this. At the meeting, Board members Bethune, Clark, McComb, Shrum, Smith, & Vice-Chair Veracruz volunteered to help out with this event. Board member Bethune promised to send out an email requesting help ASAP.

5. Discuss KDB Annual Board Retreat to be held on October 6, 2017.

SL Hamilton asked what the desire of the board was regarding the format of the 2017 Annual Retreat. The board expressed a desire to meet again with the facilitator (Amy Reed) used last year. It was advised that she would be available in November, not October. The board agreed to postpone the 2017 Annual Retreat until November. It was advised that specific availability of Ms. Reed would be worked out and a proposed date provided to the board ASAP.

6. Discuss 2017 Sweep It Out Saturday to be held on October 7, 2017.

SWC Smith stated that she would need volunteers from the board to gather data at the entry to this inaugural event as is the usual at the HHW events or DMWTTTO events hosted by the City of Duncanville. The event is from 8am – 1pm at Armstrong Park.

7. Receive report on the 50th Annual Keep Texas Beautiful Conference held in San Antonio June.

Board member Copeland highlighted some of the sessions she attended and her takeaways from these sessions. She suggested that we look at being a little edgier and to also strategize to get our message out in a way that engages the whole community. SL Hamilton shared about some different sessions he attended and his takeaways. They both reported that they were enthused about KDB's opportunities for the future.

8. Receive Staff and Focus Area Committee Report/Update:

- **Volunteer Hours Tracking Sheet:** SL Hamilton passed around the Volunteer Hours Tracking Sheet requesting Board members to list their volunteer hours for June, July, & August.
- **SL Hamilton Staff Report:** SL Hamilton informed the board that his KTB Annual Board Retreat was delayed due to Hurricane Harvey and that it would be rescheduled.

A motion for adjournment was made by Board member McComb and seconded by Board member Pennebaker. The meeting was adjourned at 9:29 a.m.

KDB Board Member and Volunteer Hours													
2017 Calendar Year													
Month	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	Totals
Alegria, Frank	2	3	7	4	5								21
Bethune, Daneshé	5	2	7	2	1			3					20
Burton, Lee	3	4	8	7	4								26
Clark, Sylvia	3.5	1	4	6	2	1							17.5
Clemmer, Patricia	2	2	6	8									18
Copeland, Cindy	1	2	8	2	3	45		2					63
Cutler-Hill, Bobby	6	2	6	5	4								23
Flores, Daniel			3			2	2	2					9
Gwynn, Emily	9.5	4	10	0	4	3							30.5
Lee, Julie													
McComb, Barbara	5	7	7	10	5	6		5					45
McKnight, Lonnie		3	4										7
Pennebaker, Dotti			4	3		2		2					11
Shrum, Margaret													
Smith, Curtis				3	4		2	3					14
Smith, Liz													
Taylor, Mary Ann													
Veracruz, Joe	12	6	6	8	6	4	4	4					50
Wolverton, Dorothy	1												1
Recycle Man													0
Rudy the Reindeer													0
Other Volunteers													0
TOTAL 2017	50	36	80	58	38	63	8	21	0	0	0	0	356
Grand Total - 2017	356												