



April 17, 2025

Meeting Notice
Tree Commission
April 24, 2025

Notice is hereby given that the Tree Commission of the Village of Whitehouse, Ohio will meet on Thursday, April 24, 2025 at **7:30** p.m. The meeting will be held in the Classroom, Village Hall, 6925 Providence Street, Whitehouse, Ohio.

AGENDA

- I. Call to Order
- II. Approve Minutes of the March 27, 2025 Meeting
- III. Old Business
 - A. Finalize Arbor Day Planning
 - B. Tree Inventory
 - C. Growth Award
 - D. Forms & Docs
- IV. New Business
 - A. FaceBook Ideas
- V. Discuss Other Issues as Appropriate under the Village Charter
- VI. Adjourn

Submitted by:
Jordan D. Daugherty, CPA
Village Administrator

Whitehouse Tree Commission Minutes

March 27, 2025

Minutes

In Attendance: James Forrest, Steve Connelly, Elliot Tramer, Laurie Mauro, Diane DeYonker, Amy Schultz, Christine Manzey, Angie Boudouris,

Called to Order: 7:30 pm.

Approved Minutes of February 27, 2025 Meeting: with a minor spelling change, Diane DeYonker moved to approve the minutes, seconded by Laurie Mauro, all agreed.

Old Business

- **Arbor Day:** On May 2nd at 1:30 pm, 118 third graders will assemble in the park behind the shelter house where three Sycamore trees will be planted, a Proclamation read by the Mayor, and gift bags containing a small spruce tree, planting instructions, word games, and stickers will be given to each student. The cost of the Sycamores was around \$450 from Woody Warehouse. The Village also bought the 118 small spruce trees. James Forrest recommended that brown lunch bags be used instead of designing canvas bags which would exceed the budget for this event. Members of the Tree Commission will assemble at the shelter house at 11:00 am to prepare the gift bags.
- **Tree Inventory:** James Forrest reported that no trees were planted or removed during the past month.
- **Review Tree Ordinance:** the Ordinance needed no new updates. A concern was mentioned that the new members of the Tree Commission were not on the website. Elliot Tramer indicated that he would inform Jill Gundy that the website needed updating.
- **Tree Academy Homework Assignment:** Laurie Mauro had an assignment to score the Village of Whitehouse's involvement in tree related matters. The Tree Commission, with lots of input from James Forrest, assigned scores from Optimal to Poor for various activities. On the whole, we realize how supportive our Village has been to establishing and maintaining an urban forest. A suggestion was made to create an orientation handbook for new members of the Tree Commission. Laurie wants to make this creation her Senior Project as she proceeds through the Tree Commission Academy.
- **Forms and Doc:** no new documents to add.
- **Tree City USA:** 5 Tree Commission members will meet at 9:00 at the Village Hall parking lot on April 16 to drive together to Bowling Green for this annual meeting.

New Business

- **Announcements:** Steve Pilcher is retiring as head of the Public Services Dept. and Michael Hill is replacing him. Steve Connelly, our Council rep, is not seeking another term on the Village Council and will therefore be replaced by a new member of the Village Council.

- **Logo Designs:** the Commission decided on the basic design of the Tree Commission logo as being a central tree with a *scripted* word Whitehouse above the tree and the words Tree Commission below the tree. All words would encircle the central tree. Mark Schriefer would be contacted to fine-tune the design. The re-draw will be submitted to the Tree Commission next month. Mark, as the Village's IT person, will also be asked to assign a QR code for accessing the Tree Commission website and this code would be placed on Tree Commission sponsored functions
- **Door Hangers:** Diane DeYonker had several ideas about updating the current Door Hanger given to residents when a tree is planted in their Tree Lawn. Her modifications will be made and QR code added for approval at next month's meeting.
- **Facebook:** Mark Schriefer has been contacted concerning advertising Tree Commission events on FaceBook, such as, the upcoming Arbor Day and Rain Garden talk.
- **Dedication of the Story Walk:** The Story Walk boards have been erected and story pages inserted. The walk starts near the playground and circles the quarry in a counterclockwise direction. In order to honor Sheri Luedtke's leadership and hard work with establishing and maintaining the Whitehouse Tree Commission, Elliot Tramer suggested that a plaque in Sheri's honor be erected at the beginning of the Story Walk. Diane DeYonker moved, Amy Schultz seconded, all approved.

Steve Connelly moved to adjourn the meeting.

Meeting adjourned: 8:48 pm

Respectfully submitted,

Christine Manzey