

**Beautification Task Force
Minutes of the Meeting
January 23, 2008
Conference Room – Memorial Building**

The meeting of the Beautification Task Force was held on Wednesday, January 23, 2008 in the Conference Room of the Memorial Building and was called to order at 8:14a.m.

Present: Penny Bohnen, Candy Cleveland, Brian McElwain, Dr. Joe Ryne, Nancy McKeague

Absent: None

Also Present: Public Services Director, George Franco, Village Forester, John Finnell, Village Horticulturalist Dan Hopkins

Approval of Minutes

Mr. McElwain motioned to table the minutes of the January 9, 2008. Ms. Bohnen seconded the motion. Voice vote taken, all in favor, motion carried.

Memorial Building landscape plan guidelines

Members discussed funding issues, including private donations and a budget from the Village. It was agreed that a detailed plan was needed before any requests are made.

Members updated the task force on contacts they had made with interested groups since the last meeting. Ms. McKeague had spoken with Jan from the Chamber of Commerce, who was interested in participating in an upcoming meeting. Ms. Bohnen has spoken with Sandy from the Historical Society. Ms. Bohnen suggested using student volunteers from the high school to gather relevant information from the society's archives. Ms. Bohnen agreed to investigate this possibility further. Dr. Ryne had contacted the Executive Director of the library, who was very interested in participating in a future meeting. She suggested meeting later in the day if possible. Mr. McElwain had made contact with the veteran's groups. The American Legion as well as the Veterans of Foreign Wars, has space in the building. Mr. McElwain was advised that the Boy Scouts, and the Hinsdale Community Services have a significant presence in the building, and should be contacted.

Mr. Hopkins advised the committee that plans for the "Request for Proposals" is in planning. He advised the committee that the maintenance of the grounds would be included in this year's landscape maintenance contract. This should elevate the condition of the landscape beds and turf. Mr. Hopkins advised the committee that irrigation should be part of the over all landscape plan. The task force discussed the present condition of the grounds. It was suggested to inventory the landscape plantings in order to have an understanding of their general condition. Ms. Cleveland reiterated that many beds in poor condition could be removed and turf installed to improve the general landscape.

Dr. Ryne suggested the need to define and revitalize the landscape plan. The task force reviewed the changes made to the goals list from last meeting. A formal landscape in the

“horse shoe” drive north of the building emphasizing a linear lay out was recommended. Task force members agreed to review the goal list for the next meeting and finalize recommendations for the RFP.

Task Force Mission Statement

Mr. McElwain introduced his “rough draft” of the task force’s mission statement for the committee to review. The group agreed that the statement encompassed the task force’s goals. Mr. Ryne suggested the mission statement incorporate the fact that it is a working document and should be flexible to future changes. Dr. Ryne suggested a task of the group could be the Ogden Avenue corridor. Dr Ryne raised his concerns with changes in the I-294 on/off ramps and the need to incorporate the changes to any future Village gateways. Mr. Franco believes there is a Village group working on planning for the area and would look for more information. Dr. Ryne agreed to look into awareness and coordination with this group.

Tree Protection

The Village forester distributed a draft copy of the policy and procedures manual and the tree standards manual. Ms Cleveland raised concerns with the scope of the standards. Currently, the protection measures are generally focused on publicly owned trees. Ms. Cleveland suggested the need to strengthen Village over-site on privately owned trees. The task force discussed this in a limited basis. Mr. McElwain suggested the committee table discussion of tree protection due to time constraints, and to allow further revision of the manuals.

New Business

The task force requested the agendas and minutes be sent by e-mail in advance of meetings for review and preparation. Mr. Franco agreed to investigate how this could be accomplished. Mr. McElwain suggested the agenda and minutes be sent the Friday before the meeting and the packet finalized the following Monday.

The task force agreed to meet on February 6th. Mr. Franco advised the members that the “old board room” may be the meeting site due to scheduling conflicts.

Adjournment

It was moved and seconded to adjourn the meeting. Voice vote taken, all in favor, motion carried. The meeting adjourned at 9:58 a.m.

Respectfully submitted,

John Finnell
Village Forester