

**Beautification Task Force
Minutes of the Meeting
November 19, 2008
Conference Room – Memorial Building**

The meeting of the Beautification Task Force was held on Wednesday, November 19, 2008 in the Conference Room of the Memorial Building and was called to order at 12:12 p.m.

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

Absent: None

Also Present: Parks and Recreation Director Gina Hassett, Village Forester John Finnell,

Approval of Minutes

The minutes for October 22, 2008 meetings were approved.

Old Business

a.) Task Force members discussed their participation in the November 10th, Environment and Public Services Meeting. Task Force members were concerned with the tone of the discussion. Dr. Ryne did not have the information packet that was given to the EPS members and felt he was unable to respond to some questions in an efficient manner. Ms. Bohnen and Ms. McKeague stated that the task force had made a decision on the screening wall for the Municipal Building mechanical units; that a master landscape plan for the grounds is needed before a decision for permanent screening is decided. The members agreed that appropriate plant materials could be installed to provide temporary screening for the area. Dr. Ryne was concerned that the goals of the S.E.G. would not be incorporated into the task force's objectives. Mr. McElwain agreed with Dr. Ryne, but suggested that some overlay existed such as gateway entrances. Ms. McKeague and Ms. Cleveland stated concerns with tree preservation and wondered if that was within the task force's objectives. Mr. McElwain stated that the EPS members had many concerns beyond the BTF. Mr. McElwain understood the directives given to the task force as gateway beautification and a tree survey. Ms. Bohnen understood those directives to be different than the directives given to the task force by President Woerner at the group's creation. Ms. Bohnen reported to the task force that she had recorded the EPS meeting and reviewing the meeting may assist the members in setting goals for the group. All members agreed and the task force's projects would be decided at the next meeting.

New Business

a.) Ms. Hassett introduced herself to the task force and reviewed her responsibilities within the Department of Parks and Recreation. Dr. Ryne asked how the department manages beautification issues within the parks. Ms. Hassett answered that most issues are handled with in-house staff; however she has worked with civic groups as well, including Glorious Gardens at Katherine Legge Memorial Park (KLM). Ms. McKeague raised concerns with the maintenance landscaped areas in Village parks. Ms. Hassett discussed the potential Lyons Township grant that may allow for some updating to landscape areas at KLM. However, many parks are maintained with in-house staff and seasonal help. Members discussed possible funding sources for updating and maintaining landscape areas in the parks. Ms. Bohnen suggested working closely with civic groups such as Glorious Gardens. Ms. Bohnen suggested memorial trees as a funding source at certain parks. Dr. Ryne agreed it could be a good resource, however he

recommended a specific policy is needed to guide the program and suggested the Chicago Botanic Garden as a source for a management policy. Ms. Cleveland raised the need for perpetual and heightened care of memorial trees as a logistic in creating a policy. Mr. McElwain thanked Ms. Hassett for her presence and that the group is interested in beautification topics that arise in the Parks and Recreation Committee. Ms. Bohnen and Ms. Cleveland agreed, but reiterated the need to remain focused on tasks that could be completed within the six month time-frame.

b.) Tabled to next meeting.

c.) Mr. Finnell reported to the task force that the Manual of Policy and Procedures is near completion. Ms. Cleveland understood that the EPS suggested this was a staff program, but requested a draft of the manual to review from a resident perspective. Mr. Finnell would print a copy for her and asked her for suggestions and clarifications. Ms. Cleveland read a letter to the editor from The Doings from a resident in Oak Brook on the importance of tree preservation. Ms. Cleveland reiterated her concern for a focus on tree preservation. Ms. McKeague and Ms. Bohnen raised concerns with the focus of the group and questioned if this task force could be a tree task force as well. Ms. Bohnen asked Mr. Finnell how the group could assist with a tree survey. Mr. Finnell suggested in light of the concern with emerald ash borer, a survey for ash trees would be useful. Ms. Cleveland would research use of interns from the College of DuPage for a survey. Ms. Bohnen suggested contacting civic groups such as Glorious Gardens for funding assistance for survey database software.

d.) Dr. Ryne was concerned that beautification issues are vast and there is the need to complete one or two projects in a limited time. Dr. Ryne suggested inviting Ms. Follett to a BTF meeting to discuss the differences in directives given to the task force by President Woerner and the EPS. The task force agreed a letter to Ms. Follett would be more efficient. Ms. Bohnen suggested the letter include the group's mission statement and a copy of President Woerner's directives.

e.) The members agreed to hold the next meeting on **Wednesday, January 28, 2009 at 12:00** in the conference room

Adjournment

It was moved and seconded to adjourn the meeting. Voice vote taken, all in favor, motion carried. The meeting adjourned at 2:10 p.m.

Respectfully submitted,

John Finnell
Village Forester