



**AGENDA**  
**TREE BOARD MEETING**  
**Bel Aire City Hall-Senior Center**  
**7651 E Central Park Ave, Bel Aire KS 67226**  
**February 23, 2026 at 6:00pm**

Call to Order: \_\_\_\_\_ Time \_\_\_\_\_

Present:

- Rebecca Armstrong
- Julie Hopkins
- Bruce Roepke
- Emily Graber
- Sharon Armbrister
- Hilde Yops
- \*Vacancy

1. Guests: Deb Appel City of Bel Aire

- a. Deb is going to work with us to find new ways to interact with the City so we are more effective and impactful

2. Motion to accept Meeting Minutes Jan 26 2026

Motion \_\_\_\_\_ Second \_\_\_\_\_ Vote \_\_\_\_\_

3. Annual Review of By-Laws. – *Please read these before the meeting.*

Optional: Motion to put discussion of changes to By-Law on the agenda for the next Tree Board meeting.

Motion \_\_\_\_\_ Second \_\_\_\_\_ Vote \_\_\_\_\_

4. 2026 Election of Officers

A. Motion to elect \_\_\_\_\_ as Tree Board Chairperson.

Motion \_\_\_\_\_ Second \_\_\_\_\_ Vote \_\_\_\_\_

B. Motion to Elect \_\_\_\_\_ as Tree Board Vice- Chairperson.

Motion \_\_\_\_\_ Second \_\_\_\_\_ Vote \_\_\_\_\_

C. Motion to elect \_\_\_\_\_ as Tree Board Secretary.

Motion \_\_\_\_\_ Second \_\_\_\_\_ Vote \_\_\_\_\_

5. Discuss and approve Tree Board meeting schedule.

City Staff have asked for a regular meeting schedule for this year. City staff’s proposed schedule is listed below. According to By-Laws, regular meetings can be scheduled for any date/time agreed upon by Board members except the board shall not meet during City Council meetings (Tuesday evenings).

Some things to discuss:

- board member availability (vacations? Quorum is more than 50% of current board members. Must have a quorum to call me to order, take action, or continue a meeting.)
- frequency needed to meet (every month or every other?),
- deadlines for advertising special events (water bill deadline is 5<sup>th</sup> of every month, Breeze deadline is 2<sup>nd</sup> Friday of month)

Staff Proposed meeting schedule – 4<sup>th</sup> Monday at 6:00 pm in the Senior Center:

March 23, 2026	September 28, 2026
April 13, 2026 (before Arbor Day)	October 26, 2026
May 18, 2026 (before Memorial Day)	November 23, 2026
June 22, 2026	*No December meeting
July 27, 2026	January 25, 2026
August 24, 2026	

Motion to approve the schedule (as listed /or with the following changes:  
\_\_\_\_\_).

Motion \_\_\_\_\_ Second \_\_\_\_\_ Vote \_\_\_\_\_

6. Old Business:

a. Events, Progress, Challenges

i. Arbor Day Tree Planting and Dedication in Central Park

\*Deadline to list event in water bills is March 5<sup>th</sup>

Deadline to list event in Breeze community calendar is March 13<sup>th</sup>.

Event fliers can be made afterwards.

Motion to hold Tree Planting on (Saturday, April 25<sup>th</sup> / other date & time).

Motion: \_\_\_\_\_

Motion \_\_\_\_\_ Second \_\_\_\_\_ Vote \_\_\_\_\_

7. Board Member Reports:

- a. Communications- Julie
  - i. Bel Aire Breeze-City Hall-Nick Bishop- Facebook
  - ii. Each other and our Contact List
- b. Hilde- Plaque Updates
- c. Bruce- City Council Meeting Report
- d. Emily-Park Clean Up and Outreach
- e. Sharon-Recreation Department Community Engagement
- f. Rebecca-Progress and Events-Lions Club
  - i. 5 trees and 12 plaques
  - ii. Tree City Kansas March 18-19

8. Adjournment: \_\_\_\_\_  
 Motion \_\_\_\_\_ Second \_\_\_\_\_ Vote \_\_\_\_\_

VOLUNTEER HOURS

NAME	DATE	ACTIVITIES	TOTAL TIME
REBECCA ARMSTRONG			
HILDE YOPS			
EMILY GRABER			
JULIE HOPKINS			
SHARON ARMBRISTER			
BRUCE ROEPKE			
		TOTAL FOR MONTH:	
		TOTAL FOR YEAR:	