



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:___6:02_____ 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 to table minutes for next meeting: Bruce Roepke Second: Sharon Armbrister Vote: All

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 to table minutes for next meeting: Hilde Yops Second: Bruce Roepke Vote: All

Motion _____ Second _____ Vote _____

4. 2026 Election of Officers

A. Motion to elect Rebecca Armstrong as Tree Board Chairperson.

Motion Sharon Armbrister Second Hilde Yops Vote All

B. Motion to Elect Sharon Armbrister as Tree Board Vice- Chairperson.

Motion ___Hilde Yops___ Second ___Julie Hopkins___ Vote ___All___

C. Motion to elect ___Julie Hopkins___ as Tree Board Secretary.

Motion ___Rebecca Armstrong___ Second ___Bruce Roepke___ Vote ___All___

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 5th of every month, Breeze deadline is 2nd Friday of month)

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

March 23, 2026 - Good	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:

_____Table for later discussion_____).

Motion ___Hilde Yops___ Second ___Sharon Armbrister___ Vote ___All___

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 5th

Deadline to list event in Breeze community calendar is March 13th.

Event fliers can be made afterwards.

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

No action Taken – thoughts to hold the Tree Planting event in the Fall.

Motion: _____

Motion Sharon Second Rebecca Vote All

7. Board Member Reports:

- a. Communications- Julie
 - i. Bel Aire Breeze-City Hall-Nick Bishop- Facebook/Website/Breeze - need to follow-up with Nick.
 - ii. Each other and our Contact List- Next time we need to review the contact list from Melissa/Deb.
- b. Hilde- Plaque Updates – Complete Works, get new vendor set up?
Julie to send Complete Works email. Get with Nick and set up a new vendor?
- c. Bruce- City Council Meeting Report
Rebecca and Bruce get together to craft communications for the City Council in regards to the audit, that was done.
- d. Emily-Park Clean Up and Outreach
Table until Emily is back with us.
- e. Sharon-Recreation Department Community Engagement
We discussed getting some other money to help with events. Talk to Thrivent and we can get \$250 twice a year. First one we need to use by June 25. It will include 25 T-shirts. We need to keep receipts, pictures, and reports. Deb is checking into this.
- f. Rebecca-Progress and Events-Lions Club
 - i. 5 trees and 12 plaques
Deb is helping us connect with the city.
 - ii. Tree City Kansas March 18-19
Great Bend. Report to Rebecca if you can attend.

8. Adjournment:

Motion Hilde Yops Second Julie Hopkins Vote All

Next meeting will happen on March 23rd, please review the notes from this meeting and come prepared to accept or make revisions. k

VOLUNTEER HOURS

NAME	DATE	ACTIVITIES	TOTAL TIME
REBECCA ARMSTRONG	2/23	Meetings	10
HILDE YOPS	2/23	Meetings	1.5

EMILY GRABER			
JULIE HOPKINS	2/23	Meetings	1.5
SHARON ARMBRISTER	2/23	Meetings	3.0
BRUCE ROEPKE	2/23	Meetings	4.5
		TOTAL FOR MONTH:	
		TOTAL FOR YEAR:	20.5