



CITY OF HENDERSONVILLE
ENVIRONMENTAL SUSTAINABILITY BOARD
Operations Center – Second Floor Conference Room | 305 Williams St. |
Hendersonville, NC 28792
Monday, September 14, 2026 – 5:30 PM



AGENDA

1. CALL TO ORDER

2. APPROVAL OF AGENDA

3. APPROVAL OF MINUTES

A. Approve August 2026 Minutes

4. BUSINESS

A. Sustainability Demonstration Station Maintenance - *Virginia Tegel, Member*

B. Hendo Earth Fest - *Virginia Tegel, Member*

C. Food Forest at Grove St. Park - *Caitlyn Gendusa, Staff Liaison*

Request for funds to purchase 7 fruit trees/bushes. Estimated total cost: \$400

Sign cost (not purchased with FY26 budget): \$2,563.35

Caitlyn able to offset \$1,000 using Sustainability Division budget

D. Budget Review - *Caitlyn Gendusa, Staff Liaison*

E. Review New Changes for Oncoming Board Members - *Caitlyn Gendusa, Staff Liaison*

5. ADJOURNMENT

The City of Hendersonville is committed to providing accessible facilities, programs and services for all people in compliance with the Americans with Disabilities Act (ADA). Should you need assistance or an accommodation for this meeting please contact the City Clerk no later than 24 hours prior to the meeting at 697-3005.



CITY OF HENDERSONVILLE
ENVIRONMENTAL SUSTAINABILITY BOARD
 Operations Center – Assembly Room | 305 Williams St. | Hendersonville, NC
 28792



Tuesday, August 11, 2026 – 4:30 PM

MINUTES

CALL TO ORDER

Meeting called to order at 4:36 p.m.

Members present: John Carr, Emily Davidson, Joey Burnett, Hana Price

Nonmembers present: Linda Zietlow, Ron Zietlow, Kasey Lyons, and Mike Huffman

APPROVAL OF AGENDA

Add resiliency assessment to new business

Emily approved first followed by John

APPROVAL OF MINUTES

Approval of July 13th meeting minutes

OLD BUSINESS

Chimney Swift Tower Presentation

Questions were brought up about funding yearly cleanings.

Cheek asked what our sponsorship policies are

The board would like to move forward and would like a cost estimate and timeline from Mike Huffman, Stormwater Director

Rhythm & Brews- August 20, 2026

The board would like to include poster and brochure for Hendo Green Partnership

Potential partnership with Sierra Nevada Brewing in the future

There will be a meeting with Terrye Jacobs on Thursday

Discuss budget

Upgrade compost bins at the Sustainability Demonstration Station

Potential addition of a bike tuning station

Contribute funds for bike racks at City buildings – include Bike Hendo

Symbolic Monarch Migration in September

Hendo Green Partnership update

Virginia will help Jill. Jill needs help with Sharepoint

SDS Maintenance

Joey will weedwack before Saturday

John will volunteer for October

Emily will volunteer for November

Farmers Market Volunteering

Kasey will buy a heat gun needed

NEW BUSINESS

ESB Funding workshops at Hendersonville High School

Hana will talk to Interact group on 8/19

Resiliency Assessment

Joey has new data and will review with Gen H plan and talk to Land of Sky

ADJOURNMENT

Meeting was adjourned at 6:05 p.m. Virginia motioned to adjourn first followed by Emily

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ESB (010-1565-532271)		
Category	Item	Amount
Remaining Funds	Waste Reduction & Sustainability Demonstration Station	\$560
Remaining Funds	Bike tuning station, bike rack, and other sustainable multimodal transportation improvements in support of City efforts and strategic plans	\$5,000
Remaining Funds	Educational giveaways	\$300
Remaining Funds	Native plant giveaway	\$480
Expense	Symbolic Monarch Migration Farmers Market activity packet mailing cost	\$20
Remaining Funds	Symbolic Monarch Migration classroom sponsorships	\$0
Expense	Symbolic Monarch Migration classroom sponsorships	\$200
Remaining Funds	Business Green Partnership Program	\$300
Remaining Funds	Hendo Earth Fest	\$7,000
Remaining Funds	Sustainability Hero Award	\$300

Approved Budget	
Waste Reduction & Sustainability Demonstration Station	\$560
Bike tuning station, bike rack, and other sustainable multimodal transportation improvements in support of City efforts and strategic plans	\$5,000
Educational giveaways	\$300
Native plant giveaway	\$500
Symbolic Monarch Migration classroom sponsorships	\$200
Business Green Partnership Program	\$300
Hendo Earth Fest	\$7,000
Sustainability Hero Award	\$300

Total:

\$14,160

Boards & Committees

August 26, 2026



Desired Outcomes

Item E.

Feedback on proposed changes

- Marketing
- Training
- On-Boarding
- Appointments

Council Concerns

Why

Item E.

Strategic Plan

- Focus Area: Engaged and Educated Community
 - Big Rock: Overhaul of City Boards and Commissions

Increase Retention of Members

Empower Staff Assists

Background

Item E.

Feedback

- Staff Assists
- Board/Committee Chairs

Themes

- A lack of understanding of role and time obligations
- A lack of board specific training
- A desire to have input on applicants
- Concerns with civility

Suggested Actions

Item E.

Update Marketing

Board and Committee specific introduction videos and webpages clarifying roles, responsibilities, on-going projects, and typical tasks

Require Prerequisites

Prior to Applying

2 Board/Committee meetings

or

1 Board/Committee meeting & 1 Meeting with Staff Assist

Suggested Actions

Increase Training

- 1 on 1 on-boarding of new board member(s) by staff assist
- Yearly training for board members and staff assists
 - Procedural rules
 - Civility
 - Conflicts of Interest
 - Attendance Requirements
- Council Liaison
 - Roles and Responsibilities
- Support training via School of Government

Suggested Actions

Input on Appointments

- Share applications with Staff Assists for general comment
 - Final decision lies with Council
- Change Appointment Months
 - June > May
 - December > November

This will allow for proper on-boarding of new members before their term begins

Suggested Actions

Professionalization

- Creation of yearly work plan
 - Identify events, policies, and projects
 - Budget requests
 - Identify alignment with City Strategic Plan
 - Adoption by Council along with Budget
- Semi-Annual Meeting with Staff Assists
- Annual Meeting with Chairs

Off-Boarding

Conduct exit interview or survey

Questions?

Item E.