

KEEP SMYRNA BEAUTIFUL

Minutes - Final



Smyrna Community Center
Jonquil Room
1250 Powder Springs Street
Smyrna, GA 30080

Laura Zhiss (Mayor's Appointee)
Shawn Garcia (Ward 1)
Lisa Castleberry (Ward 2)
Matt Anderson (Ward 3)
Dawn McLoughlin (Ward 4)
Maggie McGarity, Treasurer (Ward 5)
Nell Robinson (Ward 6)
Larry Powell (Ward 7)
Trevour Kelleher, Secretary (At Large)
Christ Knight (At Large)
Phyllis Owens, Board Chairperson (At Large)
Hilary Scott (At Large)
Stephanie Williams (At Large)
Olivia Wise (At Large)
Vacant (At Large)
Vacant (At Large)

City Attorney Scott Cochran
City Administrator Joseph Bennett
City Clerk Heather K. Peacon-Corn

October 08, 2024
6:30 PM

1. Roll Call

Present: 12 – Shawn Garcia, Lisa Castleberry, Matt Anderson, Dawn McLoughlin, Maggie McGarity, Nell Robinson, Trevour Kelleher, Chris Knight, Phyllis Owens, Hilary Scott, Stephanie Williams, Olivia Wise
Absent: 2 – Laura Zhiss, Larry Powell
Staff: 2 – Julie Barwig, Eloise Holland

2. Call to Order

2024-232 Welcome / Call to Order – *Phyllis*

Chairperson Phyllis Owens called to order the October 8, 2024 Keep Smyrna Beautiful meeting held at the Smyrna Community Center in the Jonquil Room at 6:32 PM.

3. Chairperson Instruction and Comment

4. Formal Business

A. **2024-234** Chairperson's Report – *Phyllis*

- Training Surveys With self-assessments were sent today. Please complete in next two weeks.

B. **2024-236** Secretary's Report – *Trevour*

- Board Files on Google Drive

- October board meeting slide deck

C. 2024-238 Finance – Maggie

Maggie McGarity presented the September financials. Filed for Audit.

2025 budget draft shared by Julie Barwig and Maggie McGarity from new QuickBooks software. Budget will be voted on in November Board meeting that will include 2024 YTD actuals and quarterly/monthly breakdowns. Net -\$16,935 net expense proposed using 2024 actuals as basis for 2025. In 2024, the budget reflected a -\$59k net expense.

Main changes vs 2024 budget:

- Revenue \$27k higher, Expenses \$15k lower
- lower cost of goods sold driven by supplies which were below budget spend in 2024
- Higher recycling center revenue
- Higher sales
- 2025 DRAFT budget - a more detailed budget will be sent by 10/18/24

D. 2024-240 Old Business – Phyllis

- Spooky night: Olivia Wise shared update about event. Purchased 500 Halloween themed milkweed seed packets. Expect 2000 kids. There will also be candy provided by the Parks & Rec department.

E. 2024-242 New Business – Phyllis

F. 2024-244 Committee Reports – Phyllis

- Education Committee: Julie Barwig sent grant materials to the schools. We have already received applications from Campbell Middle and Argyle Elementary.
- Pollinator Garden Committee: Olivia Wise updated Hawthorne Project done with Home Depot. Over 70 volunteers during 3 days planted the 800 ft of raised beds. The Home Depot also provided furniture in addition to garden materials. Drip irrigation installed for regular watering. Saved over 80 tree saplings during cleanup. Chris Knight has built a connection to KSU Ecology and Environmental departments with an idea to do a consignment-based plant sale to raise funds for the pollinator pocket gardens.
- Audit: Audit completed through end of June. Lisa Castleberry updated that the next meeting will be in November after Q3.
- Fundraising and Grant Committee: Olive Wise reinforced board engagement is vital for GA Gives. We have selected grants to apply for.
- Keep Cobb Beautiful Update: Trevour Kelleher shared upcoming events. [KCB.com](https://www.kcb.com)
 - November 6 – Volunteer Appreciation Event
 - November 9 – CRE (Community Recycling Event)

G. 2024-246 Director's Report – Julie

- Jonquil bulb sales: Already sold 51% with 83/168 bags left.
- Birthday Celebration: Table located north part of Atlanta road handing out recycling bags and placing collection bins around the site.

- Curbside recycling education program: Audited 1,259 homes over 3 days and found 55% contamination rate. Contaminants were mostly flexible bags (both as bag for recycling and loose bags), so the focus will be on education efforts. Glass incidence in 1.6% (11) of the homes.
- Julie will be out of office on vacation from October 28th - November 12th.

H. **2024-248** Coordinator's Report – *Eloise*

- Document shredding: collected 19,080 lbs from 479 cars. Donations over \$1800 which covered the costs.
- Volunteer Survey: Sent to 699 volunteers with 4% response rate (25 respondents). Highest response was 48% indicated serving my community followed by 36% doing something good for my environment. Similar results as prior years. Room for growth in engaging volunteers to KSB mission since 12% said they only felt somewhat connected to KSB's mission and programs.
- Renewal Appeal: Sent to 61 contacts who donated in past 5 years but not the last year. 10% response (7 donations) raised \$434 (net \$317 after postage and materials costs).
- Requests for support
 - Smyrna handmade market Oct. 13 in morning. Covered by Trevour Kelleher.
 - Spooky festival covered above
 - Do not need volunteers for Smyrna Birthday on October 12. Staff will handle the tabling. Please stop by the booth and say hi!
 - Upcoming: Thankathon and GA Gives. Eloise Holland will email everyone with the script and assignments.

5. **Approval of Minutes**

A. **MIN2024-165** Approval of the September 10, 2024 Keep Smyrna Beautiful Meeting Minutes

Board Member Olivia Wise made a motion to approve; seconded by Board Member Shawn Garcia.

The motion to approve carried with the following vote:

Aye: 12 – Board Member Garcia, Board Member Castleberry, Board Member Anderson, Board Member McLoughlin, Board Member McGarity, Board Member Robinson, Board Member Kelleher, Board Member Knight, Board Member Owens, Board Member Scott, Board Member Williams, Board Member Wise

Nay: 0 – None

Absent: 2 – Board Member Zhiss, Board Member Powell

6. **Other Business / Staff Comment**

A. **2024-250** Upcoming Events:

- Community Cleanups: October 9th & 15th, November 7th & 18th
- Smyrna Market Tabling: October 13th
- Monthly Recycling Center Tours: October 18th

- [Litter free event](#): October 12th
- Bulky Trash Amnesty: October 19th
- Adopt-a-Mile: October 19th
- Crafts & Drafts: October 26th & 27th
- Rivers Alive: November 2nd
- Invasive Species Removal: November 14th & 22nd
- Eco-Kids Festival: November 16th

7. Adjournment

The October 8, 2024 Keep Smyrna Beautiful meeting was adjourned at 7:39 PM.

Facilities are provided throughout City Hall for the convenience of persons with disabilities.

THIS MEETING WAS PROPERLY NOTICED AND POSTED AT THE FOLLOWING LOCATIONS IN ACCORDANCE WITH THE NOTICING STANDARDS AS OUTLINED IN O.C.G.A. 50-14-3:
The City of Smyrna website – www.smyrnaga.gov
City Hall, 2800 King Street SE, Notice Boards