

**Keep Lakewood Beautiful  
Meeting Minutes  
January 18, 2023**

**In attendance:** Melissa Meehan, Tony Bruzas, Matt Bixenstine, Joe Stolitza, Hannah Gall, and Nancy Feighan on behalf of the City of Lakewood. Chaired by Melissa.

Meeting was called to order at 5:50 p.m. at Cove Community Center

**Welcome & Comments**

- December Minutes were approved, moved by Tony B., and seconded by Matt B.

**Old Business**

- Christmas Decorations
  - City removed lights. Board members will take down and put in storage remaining decorations (Feb?)
- KLB received a \$1,500 donation from Shipley Family Foundation to be used for pollinator plants/gardens.
  - KLB and City sent Thank You. We should also send thank you to Mark McNamara (instrumental in securing donation)
- Response letter sent (1/23) to Mayor George regarding her interest in growing Adopt-A Spot (AAS) program
  - KLB shared info about AAS and challenges with growing program with volunteer coordinator and limited funding

**New Business**

- Board Officer Nominations/Elections: Melissa Meehan and Joe Stolitza were self nominated for Chair and Treasurer positions for the 2023 year. Positions were then unanimously agreed upon:
  - Chair: Melissa Meehan
  - Treasurer: Joe Stolitza
- Board meeting dates and KLB Event dates/schedules were discussed and shared, with the following dates and event chairs:
  - Earth Day/Great American Clean-Up in Lakewood: April 29 (Tony & Melissa)
  - KLB AAS Flower Purchase & Pick-Up at Lakewood Garden Center: May 13-31 (Ruth)
  - Annual Humus & Perennial Flower Sale: May 13 (Joe)
  - Warren Rd. Flower Boxes Planting: Week of May 22—date/time TBD (group)
  - KLB Home Award Nominations accepted: May 1 – July 31 (Hannah G.)
  - Home Award Present. at Council Mtg. on October 16. Reception prior to mtg. at 7 PM (Hanna G.)
  - KLB Adopt-A-Spot Appreciation Breakfast: November 4 – 9:00-11:00 AM (Lisa S.)
  - KLB Christmas Decorating City Center: Nov 26-29 – Dates/times TBD (group)
  - Public Relations/Social Media Coordinator – ongoing (Matt)
  - Pop Up, Pick Up – last Weds. of the month (6:30-8:30 PM) (All board members- Hannah M to coordinate)
- Review Finances and Budget
  - Budget for 2023 was discussed, changes made and then approved, moved by Tony, and seconded by Hannah G.
    - Ask City to cover mailing costs for events (AAS Appreciation Breakfast, etc.)
- School Education Program
  - K-Kiwanis Kids requested a speaker and environmental topic to be shared with students. - need more information
    - Four (4) elementary schools – youth leadership club. Each club has a school advisor and Kiwanis advisor.
    - KLB (Hannah G, Melissa and Matt) to create program and present to students. Anna Bacho (Kiwanis) to get dates and times to us. Initiative will help get school students involved in Earth Day!
- Membership Drive
  - By-laws minimum of 10 board members plus City liaison. Matt to put out request on Social Media.
  - KLB Beautiful Home Award winners need to be added to Email contact list
- KLB 2022 Accomplishments list sent to board to be reviewed and confirmed.
  - Once signed off by everyone, send to the Mayor and City Council

**Adjournment**

- Meeting adjourned at 7:05 p.m.

Next meeting: February 15, 2023 at Cove Community Center