

**Keep Brazos Beautiful Board of Directors**  
**Board Meeting Minutes**  
**September 25, 2018, 5:30 pm**  
**Keep Brazos Beautiful Office, 1713 Broadmoor Suite 302**

Members Present: Nancy Berry, Jared Birkhead, Debbie Clayton, Allison Harrell, Priscilla Garcia, Venessa Garza, Kathryn Hitt, Jesse Turner

Members Absent: Ron Schmidt, Dwayne Raymond

Members Excused: Candilyn McLean, Reginald Walker

Staff Present: Hayley Frakes and Vicki Kessel Staff Excused: Erin Stewart

- 1) **Call to Order – Kathie Hitt, President** – Meeting was called to order at 5:38pm
- 2) **Discussion/Approve August Meeting Minutes – Priscilla Garcia, Secretary** – Allison motioned to Approve Debbie seconded, non-opposed- motion carried unanimously.
- 3) **Financial Update and/ Approval of Financials – Debbie Clayton, Treasurer** - Financials were reviewed by the board no questions were presented at this time.
- 4) **Programs Update – Hayley Frakes, Programs Manager**
  - Environmental Educator Introduction: Board introductions to Vicki Kessel.
  - Programs: Updates presented by Hayley First Friday and Harmony Science Fall Festival were cancelled due to weather. The Litter Index went really well with both cities averaged scores below a 2- Bryan 1.186 and College Station 1.158  
Upcoming events: Texas Reds Festival, Tree Sale, Make a Difference, Arbor Day, American Recycles Day & Art Contest, Science Series, Elementary Education for Arbor Day and Park Clean Up.
- 5) **Vote to Approve the Employee Handbook** – Vanessa, Allison and Jared finalized the Employee Handbook and provided a summary of changes. Nancy motioned to approve, Kathie seconded, no discussion, motioned carried unanimously.
- 6) **2018-2019 New Board Member Nominations/Slate Approval** – KBB Election Ballots were passed out to Board Members and collected. The entire slate was approved with no changes.
- 7) **Committee Reports/Business**
  - Education & Scholarship – No Update.
- 7) **Other Business**
  - Wienerspiel judges: Races and Costume Contest – October 20 – 21
- 9) **Confirmation of day, time and location of next meeting – Kathie Hitt, President:** Next Meeting will be held at the KBB Office on October 23, 2018 at 5:30pm.
- 10) **Adjourn – Kathie Hitt, President** – Nancy made a motion to adjourn at 6:12pm, Jared seconded.