

MINUTES | April 10th, 2014

7:30 am • Leawood City Hall • 4800 Town Center Drive • Main Conference Room

Members Present: Debra Filla, Julie Cain, Martha Conradt, Mike Gillaspie, Alicia Jennings, Gareth Matthews, Scott Pashia, Bob Pierson, Jim Potter, Chris Schultz

Staff Present: Chris Claxton, Brian Anderson, Marica Putman

Members Absent: Mike Schaad

Guests: Kevin Jeffries, President & CEO Leawood Chamber of Commerce

✚ Welcome & Introductions

- The SAB meeting came to order at 7:38 am.

Approval of today's meeting agenda.

- Scott Pashia made a motion to approve the agenda as amended. Alicia Jennings seconded the motion. Motion passed unanimously.

✚ Approval of the past meeting minutes.

- Chris Schultz made a motion to approve the February 13th minutes. Mike Gillaspie seconded the motion. Motion passed unanimously.

✚ Master Calendar – Mike Gillaspie

- There are no updates to the calendar. Please send any updates to Mike Gillaspie.

✚ Review HOA Meeting – Chris Schultz Attendance

- Received the list of attendees, interests, etc. There are 111 HOAs. Over 40 HOAs were in attendance representing 80 plus percentage of homes. Chair Filla discussed the need to identify the number of homes in each HOA so that we can focus on the 80/20 rule when following up on RSVPs. Board members were requested to forward this information to Gareth Matthews HOA names/contacts to add to our contact database.

Survey and Observations

- Members reviewed the survey. There was a glitch in the survey that did not allow responses for short period of time but overall, the meeting had a very positive feedback. Observations:

- ✓ Suggested moving dinner time up to reduce the overlap time of eating and speaking.
- ✓ AV system had issues. Low screen quality and many could not hear the speakers. It was suggested that another microphone be placed nearer to the face (lapels). Brian Anderson suggested having tablet with the presentation loaded to aid the speaker (no head turning to view screen). Chair Filla asked that he follow up with Mark Andrasik.
- ✓ The EAB roundtable discussion was larger than expected. People could not hear the speakers; others felt that it needed a separate area away from other distractions. They also expected a presentation rather than a discussion. Publish the topic sooner. Chris Claxton suggested possibly a workshop on the topic.
- ✓ Concern for the length of presentation. Martha Conradt assisted with time tracking for the presentation.
- ✓ The most and least value were not distinguishable on the survey.
- Reviewed and discussed Martha Conradt's observation list.

MEMBERS

Debra Filla, Chair
Corinth

Julie Cain, Vice-Chair
BV High Schools

Martha Conradt
Cure

Mike Gillaspie
Leawood Middle

Alicia Jennings
Nativity

Gareth Matthews
Mission Trail

Scott Pashia
Brookwood

Bob Pierson
St. Michaels

Jim Potter
Prairie Star Elementary

Mike Schaad
Leawood Elementary

Chris Schultz
Prairie Star Middle

Chris Claxton,
Director of Parks
& Recreation

Brian Anderson,
Parks Superintendent

Marica Putman,
Adm. Graphics Tech

Scott Lambers,
City Administrator

Kevin Jeffries,
Pres. & CEO Leawood
Chamber of Commerce

Follow Up

- Martha Conradt suggested a tentative agenda based from the meeting feedback with a line explaining that 'if you have an additional topic and would like that to be considered to please let us know'. Chair Filla ask that she draft a note/save the date card/email blast and send it to Marica Putman. She will include Extravaganza and Large Item Pick Up too. This is to be sent out closer to May 3rd.
- Brian Anderson prefers calls concerning Emerald Ash Borer questions and concerns. He will update EAB info, tips to identify and qualify vendors, etc. and post o the SAB web page. This is to be updated prior to the email blast.
- Martha Conradt suggested a planning repository for document information. Marica Putman will create a folder for members to access.

Theme and Focus for 2015

- A possible topic is energy. Ashok Gupta was suggested by Gareth Matthews. Chair Filla suggested contacting Kevin Jeffries about inviting Ashok Gupta to a meeting at the Chamber of Commerce. Members decided to pursue this idea. Chair Filla spoke about using an EPA baseline tool and whether we are using this for the city. She also spoke about the EPA Portfolio Manager.
- Gareth Matthews suggested we do an "ask" of HOA members to post our info on their website such as "10 things" we want them to know, or just ask to link to our site. He feels that the info is not going where it needs to go. The theme of "Together We Can Do More" really sets the tone that we need their help in disseminating information. Chair Filla asks that members follow up with their assigned HOAs who filled out their interest card and have a one-on-one conversation learn more about how they are sharing information. Members further discuss this topic and linking information for HOAs. Gareth Matthews wants to create a link to share what every HOA should know, etc.

✚ Roles and Responsibilities – Chair Filla

- Moved to the next meeting agenda.

✚ School Sustainability Initiative Awards – All School Walk/Bike Events

- Cure is April 30th.
- Nativity is May 7th.
- Leawood Middle. No response.
- Leawood Elementary. No response.
- Brookwood. Possibly.
- St. Michaels. Wednesday, April 16th.
- Corinth. Wednesday, May 7th. They will continue with their Walking School But for 4 Wednesdays.
- Mission Trail. Will participate and students who do walk/bike will receive a sticker. The class with the most participation wins an outdoor picnic. Next year they will have their own Walking School Bus.
- Prairie Star Middle does not have a strong bike/walk student population. Their area does not have a sidewalk system and home areas are more spread out. Safety is a factor as 143rd Street will be widened. It was suggested that if the school would like to participate and they have a field or track, they could walk a mile for the day and still be rewarded. Members discuss various projects in that area.
- Members discuss various incentives for participation for schools. Administration would like to keep it simple; kids want something fun in return. Corinth asked for giveaways. SAB members could donate a pizza party to increase participation between schools. Vice-Chair Cain suggested a leadership recognition/participation sign for each school to display. Everyone is to ask their school if yard signage is welcomed.
- Mission Trail will start composting this fall (pending permission from the District). Gareth Matthews will keep notes on their progress. Chair Filla shares that the committee is continuing the Sustainability

ACTION ITEMS

- ✓ **All**
 - Ask their school if Leadership yard signage for participation is welcomed.
- ✓ **Marica**
 - Create a planning repository folder.
- ✓ **Chris C**
 - Send out a flier/email for recycling extravaganza volunteers and contact Jim Twigg.
- ✓ **Mike G**
 - Send out the master calendar by email. No updates.
- ✓ **Gareth**
 - Set up a better HOA database.
 - Create a link to share info with HOAs.
 - Send members the grant application.
- ✓ **Jim**
 - Send members the grant application example.
- ✓ **Brian**
 - Follow up with Mark concerning presentations on a tablet.
 - Update EAB info on web and for the email blast.
- ✓ **Martha**
 - Draft note/save the date card/email blast and send it to Marica.
- ✓ **Debra**
 - Speak with Kevin Jeffries about a future meeting.

Leadership Awards, offering \$250 per participating school for sustainability initiative projects. Gareth Matthews and Jim Potter will resend members the grant application and example.

- Contact Leawood Lifestyle for fall walking event press releases. Corinth has two 'bus stops' this year and have modified the walking school bus as follows: hey have parent volunteers participating as 1) Lead walker, 2) Trail walker at end, and 3) stationary parents at several intersections for safety

Green Mobility – Brian Anderson

Consultant Update

- A draft of the plan at the end of the month. A scheduled work session with the council is on June 2nd. The Planning Director would like the consultants to meet with the planning commission. He is working to set the meeting up with the steering committee. SAB members can attend.

Recirculation Days – Bob Pierson

- Everything is ready for the June 7th.
- Let Bob Pierson know if you would like to volunteer for May 3rd Recycling Extravaganza.
- Next weekend is the Earth Fair at Shawnee Mission East.
- Chris Claxton will send out a staff email requesting recycling extravaganza volunteers.

Conservation

- Tomahawk Stream Clean-up had over 120 volunteers!
- Chair Filla spoke with a scout leader regarding ideas for eagle scouts, such as organizing a neighborhood stream team clean-up. Members discuss various locations that tend to gather trash especially plastic bags (Justice Center, shopping areas).

Other

- Martha Conradt presented the new JoCo magazine. It will come out 3 times a year. This is a potential tool for our events and information.
- Bob Pierson shared that the LEED certified house in Leawood, which was featured in our 2013's HOA meeting, is the cover page for Leawood Lifestyle.

Adjourn

- Meeting adjourns at 9:01 am. Next meeting is June 12th, 2014.
- No meetings in March, August, and December.
- Future meetings: July 10th, September 11th, October 9th, November 13th, 2014.