

West Tisbury Tree Advisory Committee
Committee Meeting
January 18, 2024
Noon – 1:00pm

Meeting Minutes – approved February 22, 2024

In attendance: Jeremiah Brown, Emily Ellingson, Dave Fielder, JT Hunt, Oliver Osnoss
Absent: Timothy Boland

1. Approved Meeting Minutes from December 14, 2023
 - a. Minutes were approved unanimously
2. Tree Planting Logistics
 - a. Tree acquisition
 - i. Jeremiah has not heard back from Sylvan Nursery – he will contact a few other nurseries to get an idea of their stock (Bigelow, Mt. Warner, etc.)
 - ii. There may need to be some substitutions for caliper size, cultivars, etc.
 - iii. We will make sure trees arrive at least a week prior to the event. Polly Hill can make sure they are kept watered in their nursery area.
 - b. Event Parking
 - i. After the meeting, Tim received confirmation that the tree planting event can use the Grange Hall for participant parking
 - c. Volunteer Planning and Recruitment
 - i. Dave and JT met and drafted a “Save the Date” paragraph and volunteer recruitment plan
 1. Save the Date will be posted by the end of January on the West Tisbury town website, and town columns in newspapers
 2. Save the Dates and recruitment will initially be local to the town, the committee may decide to cast a wider net via PHA eblast, Islander’s talk, etc. if deemed necessary
 3. Official volunteer sign-ups will start March 1st
 4. There is a town visioning event happening the day of the tree planting which may conflict with volunteer recruitment specific to the town.
 - ii. Volunteer Waivers: Emily inquired with Jen Rand, who is now working on creating a volunteer waiver and has Polly Hill’s as an example
 1. If volunteers will be using their own vehicles/trucks for transporting materials, this may need to be added to the waiver. The committee currently agrees that we will likely not need extra trucks, but will need to work out the logistics at the next meeting.
 - iii. Volunteer Roles and sign-ups will be discussed at the next meeting
 1. Could use sign-up genius to facilitate
 2. Need to discuss point of contact/social media accounts at next meeting
 - d. Event Detail/Logistics Questions
 - i. Number of volunteers at each site

- ii. Tools, equipment, and material needs and logistics of staging; there was some trepidation at leaving things unsupervised overnight at sites and may need more morning-of site prep
 - iii. Volunteer roles, sign-ups and what volunteers should bring
 - iv. First aid station and refreshments – timing and set up
 - v. Dig safe
 - vi. Contacts from Tree committee for media, photographer
 - vii. Tree siting specifics and pre-work (removing dead trees, etc.)
- 3. West Tisbury Town Report
 - a. Tim learned on Jan. 17 that a report for the West Tisbury town on committee activities is due. Jeremiah will find out what is required and draft a write-up.
- 4. Next Meeting Time, Date, Focus
 - a. The next meeting is planned for **Thursday, February 22nd at Noon** at the Polly Hill Arboretum in the Education and Botany Lab
 - b. Next meeting will involve planning the logistics for Arbor Day 2024 including discussions on the following: volunteer sign-ups and roles, tree acquisition, event timeline, materials and equipment