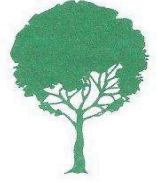




Borough of Atlantic Highlands
Shade Tree Commission



100 First Avenue • Atlantic Highlands, New Jersey 07716
Tel: (732) 291-1444 • Fax: (732) 291-9725

**Atlantic Highlands Shade Tree Commission
Meeting at Atlantic Highlands Borough Hall
December 13, 2023 - 7:00 PM**

1. The monthly meeting was called to order by Ken Grasso at 7 p.m. in accordance with the Open Public Meetings Act.

Present: Ashley Cruz, Fred Callis, Ken Grasso, Janet Grote, Bill Thorne, Mary Trank.
Not present: Ed Kenney, Ben Schmoll; Vito Colasurdo, Lori Hohenleitner (council liaisons).

2. Minutes: Janet Grote made a motion to accept the November 2023 minutes. Bill Thorne seconded the motion. Fred Callis abstained. All others voted in favor.

3. Correspondence: None.

4. Treasurer's Report: The treasurer's report was presented by Bill Thorne. Ashley Cruz made a motion to accept the treasurer's report. Ken Grasso seconded the motion. All voted in favor.

Treasurer's report:

Opening balance	\$12,845.91 (November 9, 2023)
<i>Expenses</i>	\$(2,605.00) LP Statile \$(857.25) Executive Lawn Care \$(2,696.75) Executive Lawn Care \$(1,200.00) Mary Trank, secretarial work
Total Expenses	\$(7,359.00)
<i>Deposits (Total Deposits)</i>	\$10,000.00
Closing balance	\$15,486.91 (December 13, 2023)

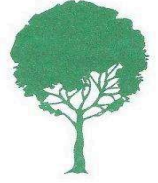
5. Old Business:

a. Fall planting update: Two of the trees planted in the Harbor are going to be relocated. Ashley Cruz is going to meet with Harbor Manager Lou Fligor to determine new locations.

b. Newsletter update: Bill Thorne continues to move forward with the newsletter. A March mailing date is likely.



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c. Tribute Tree modernization update: Fred Callis distributed QR codes that have been generated for finished biographies. Those present used their phones to “capture” a QR code; each QR code led to a biography of a Tribute Tree beneficiary. Eventually the plaque at the base of each Tribute Tree will have a QR code that leads to an accompanying biography. The biographies will be posted on the borough website on a page set aside for Tribute Trees.

d. Tree ordinance update: The ordinance subcommittee met in December and will meet again in late January. The ordinance will be discussed at the February meeting.

6. New Business:

a. The reorganization meeting is January 10, 2024. Ken Grasso and Fred Callis are retiring from Shade Tree and will not be returning as co-chairs. They will, however, continue working on the Tribute Tree project. Ashley Cruz, Janet Grote, Bill Thorne, and Mary Trank expressed their thanks for Mr. Grasso’s and Mr. Callis’s years of commitment to Shade Tree and also concern (who will fill their shoes?!). We will discuss this with Mayor Hohenleitner.

b. During 2024, Shade Tree Commission will continue to meet on the second Wednesday of the month at 7 p.m. Ken Grasso said he will inform Borough Clerk Michelle Clark.

7. Public comment: No public comment.

8. Fred Callis made a motion to adjourn the meeting at 8:00 p.m. Janet Grote seconded the motion. All voted in favor.