

**Town of Berryville**  
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Government Center  
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**BERRYVILLE TREE BOARD  
REGULAR MEETING**

Wednesday, May 2, 2018 - 7:30 p.m.  
Berryville-Clarke County Government Center  
101 Chalmers Court – **AB Meeting Room** – Second Floor  
Berryville, Virginia

**AGENDA**

- 1. Call to Order – Bryant Condrey, Chair**
- 2. Approval of Minutes – April 4, 2018**
- 3. Tree Planting Event, Saturday, May 5, 2018**
- 4. Other**
- 5. Adjourn**

**Patricia Dickinson**  
*Mayor*

**Harry Lee Arnold, Jr.**  
*Recorder*

**Donna Marie McDonald**  
*Ward 1*

*Council Members*  
**Allen Kitzelman, III**  
*Ward 2*

**Erecka L. Gibson**  
*Ward 3*

**David L. Tollett**  
*Ward 4*

**Keith R. Dalton**  
*Town Manager*

**BERRYVILLE TREE BOARD**  
**Berryville-Clarke County Government Center**  
**MEETING MINUTES**  
**April 4, 2018**

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A meeting of the Berryville Tree Board was held on Wednesday, April 4, 2018 at 7:30 p.m. in the Berryville – Clarke County Government Center located at 101 Chalmers Court in Berryville, Virginia.

**Attendance:** Members present: Sharon Strickland, Kathy Birch, Kara Rodriguez

Members absent: Bryant Condrey, Howard Morrison

Staff present: Christy Dunkle, Assistant Town Manager/Planner

Press present: None

Vice Chair Strickland called the meeting to order at 7:30pm.

**Approval of Minutes**

Ms. Rodriguez moved to approve the minutes of the March 7, 2018 meeting, seconded by Ms. Birch, the motion passed by voice vote.

**Welcome New Board Member**

Ms. Dunkle said that Mr. Morrison had a work conflict and was unable to make the meeting.

**Discussion of Tree Planting Event, Saturday, May 5, 2018**

Members discussed the tree planting event that will be held at 11:00am in Rose Hill Park. Vice Chair Strickland said that there was no guarantee that the event would be in the Star due to a change of ownership. Ms. Birch said she has tables and chairs that could be used for the Farmers' Market set up. Ms. Rodriguez said she would be at the market by 8:00am. She said she will get in touch with River's Edge to schedule the tree drop off. Ms. Strickland said that she would distribute press releases for the event and Ms. Rodriguez said she would get brochures from Blandy for distribution at the market.

All board members agreed to attend the event. Ms. Dunkle said she would have the tree in the hole with shovels for each member that morning. Vice Chair Strickland said the group can finalize details at the May meeting.

**Other**

Ms. Rodriguez said that she would like to continue the effort in Hogan's Alley. She agreed to attend the Berryville Main Street Board Meeting to discuss the matter with the organization.

**Adjourn**

There being no further business, Ms. Rodriguez made a motion to adjourn the meeting, seconded by Vice Chair Strickland, the motion passed by voice vote at 7:43pm.

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Sharon Strickland, Vice Chair

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Christy Dunkle, Recording Secretary

**Discussion of Tree Planting Event, Saturday, May 5, 2018  
May 2, 2018**

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Final plans for the tree planting event should be discussed at this meeting.

***March 7, 2018 Staff Report***

*A tree planting event, to replace a tree by the playground in Rose Hill Park, will take place on Saturday, May 5, 2018. The event is scheduled to occur on opening day of the Clarke County Farmers' Market. A time for the event should be determined.*

*Town staff has obtained a tree from Casey Trees for the event and will coordinate delivery and placement. Staff will also request that Public Works prepare a hole for the tree prior to the event. Shovels will be available for those participating.*

*Items that should be discussed should include, but not be limited to:*

- *Public announcements of the event;*
- *Identify those who would be participating in the event;*
- *Contact Clarke County Farmers' Market representatives to let them know of the event and request they advertise it with their materials;*
- *Contact Master Gardeners to see if they would like to be part of the event;*
- *Identify sources of free whips to distribute to attendees;*
- *Contact Berryville Main Street to assist with marketing the event;*
- *Coordinate other projects (e.g., park clean-up) with BMS or other organizations/agencies.*

**Recommendation**

Discuss at the meeting.