

City of Urbana Shade Tree Commission Minutes (194)

Thursday, November 13, 2025 at 5:00 PM

The Deck at Melvin Miller Park

Roll Call: Doug Crabill, Doug George, Lynn Mintchell, Stephanie Truelove, and Donna Finkbine

Reading and Approval of Minutes: Minutes of the October 9, 2025 meeting were reviewed and a motion by Stephanie Truelove was made for approval with a second by Lynn Mintchell. The October minutes were adopted by the group.

Old Business:

Memorial Tree Update/Inventory: An update to the inventory for Memorial Trees at both Oakdale Cemetery and Melvin Miller Park is nearly complete. Engineering staff will follow up with the database information including donor information for these Memorial Trees.

Strategic Planning Recap/Next Steps: Forward planning will begin at the January 2026 Commission meeting. The committee invites Director of Administration, Spencer Mitchell to join us sharing input for the city.

Commission Vacancies/Reappointments: Upon approval of Urbana City Council three (3) commission members will be scheduled for reappointment in January 2026. Those members are: Stephanie Truelove, Lynn Mitchell and Doug George.

Greenwood Arboretum Program (2026): Moving forward in the new year the committee will extend an invitation to the Master Gardener Volunteers to plan some joint future activities.

Fall 2025 Tree Planting (Memorial & Kerns): Doug will be ordering 5-6 trees from Acorn Farms for fall planting. Committee members will be notified of work date for planting.

Tree Guard Reinstallation: During the fall planting tree guards will be reinstalled on various trees for added protection.

New Business:

2025 Tree City USA Report: Doug C. will submit our Tree City USA report which will be due on December 5, 2025.

Winter Tree Pruning: If appropriate some winter pruning may occur when necessary.

Meeting Adjourned: Stephanie Truelove motioned to adjourn the meeting with a second by Doug George. The meeting adjourned at 5:40 PM.

Respectfully submitted,

Donna Finkbine, Secretary