

City of Urbana Shade Tree Commission Meeting (195)

Urbana Shade Tree Commission

Thursday, February 12, 2026 at 5:00 PM

The Deck at Melvin Miller Park

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

Guests: Master Gardeners Chris Harmison and Phyllis Rittenhouse.

Reading and Approval of Minutes:

The minutes of the November 13, 2025 meeting were reviewed and a motion by Stephanie Truelove was made to approve with a second motion by Lynn Mintchell. The November minutes were adopted as prepared.

Commission Reappointments:

Commission vacancy letters were received by the following to fill seats on the Shade Tree Commission for term beginning in 2026: Stephanie Truelove, Lynn Mintchell and Doug George.

The Committee approved reappointments for 2026 as follows:

The Committee approved the appointment of Doug Crabill as Chairman with a motion by Donna Finkbine and a seconded by Stephanie Truelove.

The Committee approved the appointment of Stephanie Truelove as Co-Chairman with a motion by Lynn Mintchell and seconded by Donna Finkbine.

The Committee approved the appointment of Donna Finkbine as Secretary with a motion by Stephanie Truelove and seconded by Lynn Mintchell.

Old Business:

Memorial Tree Update/Inventory: The inventory of Memorial Trees at Oakdale Cemetery and Melvin Miller Park is approximately 85%-95% complete at this time with a few remaining database updates to be made to complete the process.

Strategic Planning Recap/Next Steps: Doug Crabill informed the committee that our newly assigned ODNR Urban Forester is Kathryn Brautigam.

Greenwood Arboretum/Tree Guard-Reinstallation/Winter Pruning: Re-installation of some tree guards was initiated to counter deer damage. Winter tree pruning is necessary as resources allow.

Fall 2025 Tree Planting (Memorial & Kerns) Recap: Fall tree plantings include: One (1) replacement Memorial tree @ Melvin Miller Park, One (1) replacement Memorial tree and One (1) new Memorial tree @ Oak Dale Cemetery and Two (2) Kerns trees @ Oak Dale Cemetery.

2025 Tree City USA Report: Doug Crabill submitted the 2025 Tree City USA report in December. The Tree City USA Awards will be Wednesday, May 6, 2026 in Springfield Ohio.

New Business:

Arbor Day 2026 w/Champaign County Master Gardeners: Master Gardeners Chris Harmison and Phyllis Rittenhouse presented a 2026 Arbor Day Program event at Greenwood Arboretum on April 24th along with the Shade Tree Commission. *Pines and Spruce Tree Education* will be the topic with focus on seedlings, planting and growth of these trees. Following the student workshop, an Arbor Day tree will be planted along with the reading of the Arbor Day Proclamation 2026.

Another topic of discussion to further partner with the Master Gardeners was a fall pruning workshop. More information will follow as the committee plans forward.

The committee will also be discussing a possible “*2nd Saturday Event*” with focus on The Shade Commission/Greenwood Arboretum and the role they have in our urban and community forest.

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

Respectfully submitted,

Donna Finkbine, Secretary