

Date: October 27, 2015
Project: Heritage Tree Advisory Committee
Recorded by: TS
Purpose: Tree Care Guidelines, Update on Wolf Village Oaks, Nominations for Heritage Tree list
Meeting Location: Conference Room 101, Administrative Services III

MEETING MINUTES

ATTENDEES

**indicates committee members*

<i>Name</i>	<i>Initials</i>	<i>Department</i>	<i>Email</i>	<i>Telephone</i>
Gary Blank*	GB	Forestry & Environmental Resources	gblank@ncsu.edu	
Mark Davin*	MD	Grounds Management	mwdavin@ncsu.edu	
Jeff Del Pinal*	JD	Grounds Management	jcdelpin@ncsu.edu	
Steve Frank*	SF	Entomology	sdfrank@ncsu.edu	
David Josephus*	DJ	Office of the University Architect	dajoseph@ncsu.edu	
Sarah Ketchem, Co-Chair*	SK	Grounds and Fleet Services	skketch@ncsu.edu	919-515-9883
Charles Marshall*	CM	Capital Project Management	cmarsha@ncsu.edu	
Lynn Swank*	LS	Design and Construction Services	ldswank@ncsu.edu	
Tom Skolnicki, Co-Chair*	TS	Office of the University Architect	tjskolni@ncsu.edu	919-515-8050
Kevin Trantham*	KT	Facilities Operations	dktrant2@ncsu.edu	
Erin Ives	EI	Grounds Management	seives2@ncsu.edu	

ADDITIONAL DISTRIBUTION

Julietta Sherk*	JS	Landscape Architecture	jtshek@ncsu.edu
Mark Weathington*	MW	JC Raulston Arboretum	mweathi@ncsu.edu

- | <i>No.</i> | <i>Item</i> |
|------------|--|
| 1) | Erin Ives presented an overview of the draft Tree Care Guidelines, focusing mostly on the section regarding Heritage Trees. GB stated that the guidelines are a good document containing sound procedures for the care of trees. TS commented that the construction stipulations section should be incorporated into the Design and Construction Guidelines so designers will specify how Grounds wants contractors to protect trees. There was some discussion about whether or not using wood cladding was appropriate to use to protect trees from heavy equipment. MD reported that cladding had been successfully used to protect Heritage Trees #4 and #10, and other trees, during waterproofing repairs at Primrose Hall. Cladding was needed due to the use of heavy equipment in operation immediately next to the trees. Consideration should be given to the length of time that the cladding is used with the goal of protecting trees from excess moisture trapped between cladding and the tree bark. Consider only using in instances when trees cannot be protected by fencing. |
| 2) | Since Tree #2 had been removed, the committee recommends making an addition(s) to the list. SK presented the nominations received from the committee. The committee voted and the trees receiving the most votes were a Ginkgo in the Brickyard (5 votes), a Purple Leafed Beech southeast of The Oval, a Quercus myrsinifolia in the Court of North Carolina, and a Magnolia grandiflora on the north side of Holladay Hall (4 votes each). The committee felt that expanding the list could reduce the prestige of the list. Concern that a larger list could result in spreading available staff and other resources too thin to successfully care for all Heritage Trees. After discussion, the committee agreed that only the Ginkgo should be nominated at this time in order to maintain a list of 25 trees or groves of trees. |

- 3) Lynn Swank presented the design for the sidewalk on Morrill Drive, highlighting how the design had been modified to reduce impact to the tree, including keeping construction outside of the critical root zone. DJ requested that a detail to require hand excavation near the tree could be added to the plans.
- 4) The next meeting date was not determined.

ACTION ITEMS

<i>No.</i>	<i>Item</i>	<i>Responsibility</i>	<i>Deadline</i>
1.	Update Design and Construction Guideline with construction stipulations in the Tree Care Guidelines	TS/DJ	June 2016
2.	Add Ginkgo biloba in the Brickyard to the list of Heritage Trees	JD	Feb. 2016

The above is our interpretation of the items and decisions reached at this meeting. Any person desiring to add to or otherwise correct the minutes is requested to put their comments in writing to the writer within seven (7) days of receipt, otherwise the minutes will stand as written.