

Appearance Commission Meeting October 6, 2014 Minutes

Members Present: Nora Cambier, Sandy Foutch, Linda Tracy, Ben Carroll, and Kirby Guinn

Members Absent: Lee Batson (excused)

Staff Present: Patrick Reidy, Planner

Guests: Commissioner Ginna Gray, Anne Stewart, and Mike Harrison

1. Meeting Called to Order & Welcome

Patrick Reidy called the meeting to order at 6:30 p.m. A quorum was established per the bylaws.

2. Adjustment and Approval of the Agenda

Nora Cambier made a motion to approve the agenda. The motion was seconded by Kirby Guinn. The vote was unanimous.

3. Approval of Minutes

Linda Tracy made a motion to approve September 2, 2014 the minutes. The motion was seconded by Nora Cambier. The vote was unanimous.

4. Public Comments:

There were no public comments.

5. Discussion, Consideration, and Action on the Following Items:

A. Façade Grant Recommendation – 13 N. Main Street

Patrick Reidy presented one downtown façade grant application that was submitted. The application was for The Oaklee Distillery located at 13 N. Main Street. The proposed work includes replacing the entire front façade with a more historically appropriate facade.

Nora Cambier made a motion to recommend approval of the full grant amount of \$1,500 to be awarded 13 N. Main Street. The motion was seconded by Kirby Guinn. The motion was passed by a vote of 5 to 0. The façade grant recommendation will be forward to the Board of Commissioners for their approval.

B. Harvest Festival Wrap Up Discussion

Patrick Reidy announced that the fundraising efforts of the 2014 Harvest Festival booth raised a total of \$536.28 bring a grand total raised so far for the mural project to \$1,441.45. Patrick stated that he's waiting for the Wendell Chamber of Commerce to obtain their 501(c)(3) tax status so that they can hold the funds and accept funds tax-free.

Patrick asked that members discuss items that they felt could be done to improve the Harvest Festival and the Appearance Commission booth.

The topics that were brought up were:

- Needing more trash and recycle bins around the festival
- Having more effective advertising about the mural project
- Having pictures of past and future murals
- A postcard sized handout explaining the Appearance Commission
- Write down the list of donors and provide thank you notes
- Start asking for donations earlier in the year so that large retailers such as Wal-Mart and Target can provide items earlier than the 30 day notice requirement
- Have more marching bands in the parade

Patrick stated that he could pass along the Harvest Festival suggestions to the Town Manager so that she can talk with the Chamber of Commerce and will save the Appearance Commission booth suggestions for when the next booth preparations begin.

C. Adopt-A-Highway Reminder

Patrick Reidy reminded members that October 11, 2014 was selected as the first Adopt-A-Highway cleanup. The cleanup will begin at 8am.

D. Christmas Decorating Contest

Patrick Reidy asked that members start spreading the word about the Christmas Decorating Contest. He has made flyers, which were handed out during the Harvest Festival. He asked that if any member needed flyers, let him know and he will provide them.

He also contacted the Eastern Wake News and gave them all of the information regarding the contest. The newspaper should be running an article sometime in November.

Nora Cambier asked if the town could investigate having the speakers repaired that were once used downtown for Christmas music. Patrick stated that he would pass the request on to the Town Manager.

It was also suggested by the members that flyers be placed at the banks, General Store, and the Amish Store (once it is open) as a way of getting the information disseminated.

6. Chairwoman and Board Members' Comments

No comments were made.

7. Adjourn

Kirby Guinn made a motion to adjourn the meeting. Linda Tracy seconded the motion. The vote was unanimous. The meeting was adjourned at 8:00 p.m.