

Appearance Commission Meeting September 3, 2013 Minutes

Members Present: Chairwoman Melton; Lee Batson; Sandy Foutch, and Fiquet Swain

Members Absent: Kirby Guinn

Staff Present: Patrick Reidy, Planner

Guests: Commissioner Virginia Gray

1. Meeting Called to Order & Welcome

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

2. Adjustment and Approval of the Agenda

Lee Batson made a motion to approve the agenda. The motion was seconded by Sandy Foutch.

3. Approval of Minutes

A. August 15, 2013

The Appearance Commission members reviewed the August 15, 2013 minutes. Jenny Melton provided a motion to approve the August 15, 2013 minutes. Sandy Foutch seconded the motion to approve the minutes. The vote was unanimous by the commission.

4. Public Comments:

Staff liaison member Patrick Reidy noted there were no members of the public present that submitted public comments.

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

A. Downtown Façade Grant Program Application Update

Patrick Reidy stated that he presented the applications and the Appearance Commission's recommendation to the Board of Commissioners at their August 26, 2013 meeting. The item was recommended for action at their September 9, 2013 meeting. The members will be updated when the final action is taken.

B. Downtown Murals Project Update

Patrick Reidy reported that Randy Broach from Broach Custom Signs has suggested the idea of using printed images on a banner like material as a cost effective way of adding murals to the downtown buildings. Members of the Committee asked the Mr. Reidy obtain additional details regarding this alternative and to invite Mr. Broach to a future meeting.

Chairwoman Melton reported the she has received preliminary interest from Susan Brabeau regarding designing a mural.

Once the first fundraiser is completed, this item will be added back on the agenda to resume discussion.

C. Adopt-A-Highway Meeting Time and Safety Video

Mr. Reidy requested the Appearance Commission members select a start time for the future Adopt-A-Highway cleanup dates. After brief discussion, the Commission selected 8am as the start time for all future dates.

The members watched a short safety video as required by NCDOT. Sandy Foutch mentioned that she would reach out to the local 4-H club asking if they would like to volunteer with the cleanup.

Logistics of the cleanup will be discussed at the October meeting.

D. Harvest Festival Fundraising Efforts

Sandy Foutch presented possible items to sale at the Harvest Festival through Oriental Trading. The members discussed that a Halloween/autumn theme should be carried through all of the fundraiser including decorations.

After viewing the items on the website, the Committee members unanimously voted to order the following items: 2 sets of Jumbo Foam Pumpkins; 1 set of Treasure Chest Toy Assortment; 3 sets of Colorful Magic Color Scratch Fall Leaves; 1 set of Glow Necklaces; 4 sets of Halloween Pony Bead Bracelet Craft Kits; 3 sets of Pirate Yo-Yo's; and 2 sets of Puzzle Balls. Patrick Reidy was authorized by the Committee to order the items using budget funds with the notion that the funds will be recouped from the fundraiser.

Next, the members discussed logistics for the fundraiser. Patrick Reidy volunteered to help with setup and breakdown of the site each day. A signup sheet was passed around and members selected times they could work.

Each member was tasked with recruiting at least one friend to help them work a shift. Additional assignments were made which include the following: Fiquet Swain will provide the tent and table cloth; Jenny Melton will create an Appearance Commission banner; Lee Batson will volunteer to make dog treats to sell; and Patrick Reidy will provide tables, chairs, and a cash box with change.

The Committee decided to hold a special meeting for Monday, September 30, 2013 to finish deciding logistics for the fundraiser. All members are expected to attend.

6. Chairwoman and Board Members' Comments

No comments were given.

7. Adjourn

Sandy Foutch made a motion to adjourn the meeting. Fiquet Swain seconded the motion. The vote was unanimous. The meeting was adjourned at 8:45 p.m.