

SMITHFIELD APPEARANCE COMMISSION MINUTES

September 19, 2006

Members Present

Kay Long, Co-Chairperson
Ann Ragland, Co-Chairperson
Wallace Ashley, Jr.
Candace Jackson
Bettie Robinson
Joe Morgan
Harold Tharrington
Regina Sanders
Phillip Starr

Members Absent

Staff Present

Mike McKinney, Code Enforcement Officer
Latanya Merritt

I. Call to Order

Co-Chairperson Ragland called the meeting to order at 6:00 p.m. on Tuesday, September 19, 2006 in the Council Chambers of Town Hall.

Invocation

Mr. Ashley Jr. gave the invocation.

II. Approval of Agenda

On motion of Mr. Tharrington and seconded by Ms. Jackson and duly carried, the agenda was approved.

III. Approval of Meeting Minutes, July 18, 2006

On motion of Mr. Wallace and seconded by Ms. Robinson, the minutes were approved as corrected.

IV. Financial Report

Mr. McKinney presented the JB George Fund financial report. Mr. McKinney stated that the Commission has \$10,952 as available funds.

V. Old Business

1. Brogden Road Entryway Plan Adoption.

On motion of Ms. Sanders and seconded by Mr. Ashley, Jr. and duly carried, the Commission accepted the Brogden Road Entryway Plan Adoption.

2. Creating Place Grant Planning Meetings.

The Creating Place Grant Planning will meet with Consultant, Laura Coasts Monday, September 25, and October 23 at 5:00 p.m. at Townhall.

On motion of Mr. Ashley, Jr. and seconded by Mr. Starr and duly carried, the Commission accepted the Creating Place Grant meetings, on September 25 and October 23 at 5:00 p.m.

3. Creating Place Grant Community Forum.

A community wide meeting will be held the evening of Thursday, November 16, 2006.

Most of the forum time will be occupied with informal opportunities. Citizens will be able to view visuals on public art and images of Smithfield and its neighborhoods. Folks dropping by will be able to informally discuss public art possibilities.

Between 6:00 and 8:00 p.m. there will be scheduled small group break out activities and opportunities for group sharing and feedback. The public input period will run for two weeks following the forum. To increase public participation, the forum may be held in the Ava Gardner Museum or the Library.

4. Recognition Celebration with Heritage Center.

- Will be October 18, 2006 from 12:00 – 1:00 p.m.
- Co-Chairperson Kay Long will emcee the celebration.
- Drafts of two invitations were submitted and the Commission agreed on one. Co-Chairpersons Long and Ragland will submit the content for the invitations and the addresses to Mike and Latanya.
- The invitations will be mailed on October 6, 2006, with an RSVP request, and a response should be received by October 12, 2006.

- A lite lunch will be served, Chicken Fingers, Ham, Roast Beef, Pimento Cheese on Celery Sticks, Fruit Trays, Desserts, Ice Tea and Lemonade.

Co-Chairperson Long asked the Commission members if they could render their services with preparing the food, decorating and setting-up Council Chamber's.

Mr. Starr suggested going to Wal-Mart to get chicken trays and fruit trays. He also volunteered to donate (2) chicken trays.

On motion of Mr. Ashely, Jr. and seconded by Mr. Starr, and duly carried that Co-Chairpersons Long and Ragland would be responsible for buying and preparing the food for the celebration event.

Mr. McKinney stated that the Town's staff would help with decorating, setting-up, and cleaning-up before and after the celebration event.

VI. New Business

Co-Chairperson Long received a letter from a concerned citizen stating that there were trees that the Town of Smithfield planted in front of his home that needed to be removed. The citizen stated that he would like to replace the trees himself with a Maple tree. Co-Chairperson Long stated that she had visited the property and the trees are dead and need to be removed.

VII. Adjournment

The September meeting of the Smithfield Appearance Commission was adjourned. The next monthly meeting of this Commission will be held on Tuesday, October 17, 2006 at 6:00 p.m. at Townhall Council Room.