

SMITHFIELD APPEARANCE COMMISSION MINUTES

January 15, 2008

Members Present

Wallace Ashley
Candace Jackson
Ann Ragland
Kay Long
Joe Morgan
Regina Sanders

Members Absent

Phillip Starr
Harold Tharrington

Staff Present

Mike McKinney, Code Enforcement Officer
Latanya Merritt

I. Call to Order

Chairman Ashley called the meeting to order at 6:00 p.m. on Tuesday, January 15, 2008 in the Conference Room of Town Hall.

Invocation

Mr. Morgan gave the invocation.

II. Approval of Agenda

Mrs. Long made a motion, seconded by Ms. Jackson and duly carried to add nomination of new officers to the agenda.

Mrs. Ragland made a motion, seconded by Mrs. Long and duly carried to add 70 East Sign to the agenda.

On motion of Mrs. Long, seconded by Mrs. Ragland and duly carried, the agenda was approved as amended.

III. Approval of Meeting Minutes December 18, 2007

On motion of Mrs. Ragland, seconded by Ms. Jackson and duly carried, the minutes were approved as amended.

IV. Financial Report/J. B. George Fund

- 1). Appearance Commission Budget:
10-5500-3700, Balance of \$14,000.00
- 2). J. B. George Fund:
Balance of \$2,639.71

V. Old Business

1). Street Tree Inventory Update:

Chairman Ashley and Mr. Morgan stated that they had not completed their tree inventory list. They will complete and return their list at the next meeting.

Ms. Jackson submitted the completed street tree inventory lists to Mr. McKinney.

2). Creating Place Grant Call to Artists:

Mr. Morgan stated that Mr. Eric Beerbower has been selected as the creating place grant artist. Mr. Morgan shared Mr. Beerbower's interview presentation with the Commission members.

Mr. Morgan stated now that the artist has been selected, the next step is to get media awareness out to the community. Mr. Morgan stated that there would be one public meeting.

The next meeting with artist Erik Beerbower will be held on January 25 at 3:00 p.m. at the Hastings House.

At the meeting, Laura Blackman plans to review working procedures with the Committee and then work to develop the project schedule, including public input and art work design, approval and installation.

Mrs. Long will not be able to attend the January 25, 2008 meeting, therefore, in her absence, Appearance Commission members Candace Jackson and Regina Sanders agreed to participate.

3). Committee Vacancies:

There are three committee vacancies at this time.

Upon discussion, members must live within the city limits of Smithfield. Present members were asked to seek out new members.

4). Tree City USA Certification:

Upon discussion, Ms. Jackson made a motion, seconded by Mrs. Sanders, and duly carried, to invite Ms. Jennifer Raul, a representative for the National Arbor Day Foundation's Tree City USA program, to explain the program, and answer any questions the Commission might have.

Mr. McKinney will contact Ms. Raul to find out when she would be available to meet with the Commission.

5). N. C. Urban Forest Council Membership:

Upon discussion, the Commission would like to support the N.C. Urban Forest Council, however, more information is needed. Mr. McKinney will contact a representative of the N.C. Urban Forest Council and obtain more information and further discuss at the next Commission meeting.

6). 70 East Sign:

Upon discussion, Mrs. Long made a motion, seconded by Mrs. Sanders and duly carried, to table discussion on the 70 East sign until the next meeting.

VI. New Business

1). Nomination of New Officers:

Upon discussion, Mr. Tharrington was nominated for Chairperson and Mrs. Sanders volunteered to serve as Vice-Chairperson.

New officials will begin presiding, at the February 19, 2008 meeting.

VII. Adjournment

On motion of Mrs. Long, seconded by Ms. Jackson and duly carried, the meeting was adjourned.