

SMITHFIELD APPEARANCE COMMISSION MINUTES

June 23, 2009

Members Present

Regina Sanders
Kay Long
Ann Ragland

Members Absent

Candace Jackson
Ed Greer

Staff Present

Mike McKinney, Code Enforcement Officer
Lola Andrews, Administrative Secretary

I. Call to Order

Regina Sanders called the meeting to order at 6:00 p.m. on Tuesday, June 23, 2009 in the Conference Room of Town Hall.

Invocation

Kay Long gave the invocation.

II. Introduction of Guest

Mike McKinney introduced the City Manager Eric Williams, Public Works Superintendent Lenny Branch, and J. B. George Fund Representative Jim George. Kay Long also introduced Ms. Billie Stevens as a potential new board member.

III. Approval of Agenda

On motion of Kay Long and seconded by Ann Ragland and duly carried, the agenda was approved with the corrections to the Financial Report.

IV. Approval of Meeting Minutes May 19, 2009

On motion of Kay Long and seconded by Ann Ragland, the minutes were approved as amended.

V. Financial Report

- | | |
|-----------------------------------|----------------------|
| 1). Appearance Commission Budget: | Balance: \$10,000.00 |
| 2). J. B. George Fund: | Balance: \$2,500.00 |

Because there was some question regarding the accuracy of these figures, Chairperson Sanders asked for an accurate updated financial report for the next meeting.

General Discussion:

Jim George reviewed the J. B. George Fund Agreement. He discussed the purpose and use of the funds, the deadline for submission of advertising and acceptance of applications. The committee reviewed a timeline in which each step should begin and when it should be completed.

VI. Old Business

The Plan of Work for 2009/10 was tabled until the July meeting.

VII. New Business

Kay Long proposed adding benches or chairs to the downtown area.

VIII. Adjournment

On motion of Kay long and seconded by Ann Ragland the meeting was adjourned. Unanimous. The next meeting will be July 21, 2009