

Havelock Appearance Commission Minutes
Thursday, October 13, 2022

EXCUSED:

UNEXCUSED:

Michele Leo, Chair
Alida Holden, Vice
Marlene Lynch, Secretary
John Barra
Nadyne Bentley
Agnes Curran-Tonkin
Shirley Kelly
Maggie Pimentel
Stacy Ramos
Glenda Strunk
Travis Adams, Staff Liaison
Karen Lewis, Commissioner Liaison
Cindy, Morgan, Assistant City Manager (Guest)

X

X

The meeting was called to order by Chair Michele Leo at 6:31pm. The prayer was provided by Agnes Curran-Tonkin followed by the Pledge of Allegiance.

A motion to approve the September 8, 2022 minutes was made by Glenda Strunk and seconded by Alida Holden. All were in favor and the minutes were approved as written.

Cindy Morgan, Assistant City Manager, was in attendance for our meeting. Cindy shared the City has hired Greta Meadows as the new Public Information/Special Project Coordinator. Greta will be able to assist our committee with promoting our events and activities as well as any new projects we adopt. Greta will also create any flyers we need with the new graphics program the City has purchased. Cindy also encouraged our committee to introduce new projects like "Adopt a Spot" (or City Park, a street or neighborhood) as well as exploring possible grants for business beautification.

The committee was also advised that the new City employee Bob Priesing is responsible for homeowner and business nuisance abatement. Although he is part-time, he is doing a great job at making contact with many, with positive results. Therefore, our committee will place the creation of an Advisory Board on hold for now and discuss, if necessary, in the future.

FINANCIAL REPORT 2022-2023: Approved amount \$4500.00

Spent: \$924.83

T-shirts:	\$ 84.00
Trunk or Treat:	\$ 471.78 (balance \$28.22)
Tree Lighting:	\$ 369.05 (balance \$2515.95)
Budget Balance:	\$3575.17

OLD BUSINESS:

- **VETERAN'S DAY (DISPLAY):**

Marlene Lynch clarified the Iwojima silhouette, Thank you Troops sign and a few small American flag decorations are used for this display. Decorations will be put down on November 9th at 4pm and will be taken up on Monday November 14th at 4pm. We will not need SMP volunteers.

- **TREE BENCH:**

Michele shared a photo of Mark from Parks & Recreation who created and build both tree benches, a photo of a family picnicking on one tree bench and a child hugging a tree, with a write up that was shared on all social media platforms.

- **TRUNK OR TREAT:**

November 28th from 5pm-7pm at Parks & Recreation Center. The Appearance Commission will be first contact and will pass out goody bags to each child with candy and a glow stick. Michele will bring our banner and Appearance pamphlets to also hand out. (Amount spent \$471.78; remaining allocated balance \$28.22).

- **PRIDE OF HAVELOCK:**

As mentioned at the September 8, 20220 meeting, our next Pride of Havelock recipient will be Tim Newton Auto Sales that was relocated to a new location at 719 E. Main Street. All were in favor to present "Pride" to his business. Michele stated she will visit his location, place the sign and take a photo to be shared on social media. Michele advised she found a second "Pride sign" in storage that could be utilized.

- **NATIONAL NIGHT OUT:**

National Night out was a huge success with a large attendance. Our table handed out our pamphlets and some tree lighting flyers. There were a few that had interest in volunteering. One, in particular, shared his name and contact information. Michell will contact him for future volunteer opportunities. It was agreed by all that the next year our committee might want to have some kind of game or hand out, etc., for more interest in stopping at our booth.

- **FLOWER BED:**

It was a unanimous vote, motion made by Agnes, seconded by Marlene, and all were in favor to ask that Public Services rototill the Iris garden and remove the bricks to allow the area to regrow with grass. The committee was also in agreement to move the Garden Club plaque currently near the tear trop status to the garden area dedicated to Mrs. Jewel Griffin.

NEW BUSINESS:

- **TREE LIGHTING JUBILEE:**

Food Trucks confirmed: Tikiz Shaved Ice, Snook Dawgs, Tanya's Hella Fat Food, Two Crazy Donuts, Funnels of Love and Baker's Rise (pending).

Crafters: Amanda's Bows & Gift Shop, Sweet & Sassy Jewelry, Thyme to Bloom, Lighthouse Creations, Siphra's Shiny, and Basket Addict.

All vendors are confirmed and paid for, however, Baker's Rise is still pending but, hopefully will be available to participate.

Marlene passed out a schedule with responsibilities and areas/times for each member's post. An itinerary was also passed out to all providing a schedule of when all were to arrive at City Park to receive instructions.

Commissioner Karen Lewis will be Emcee, Santa and Mrs. Claus (Greg & Lisa Ciesielski) will be brought to City Park by Fire Truck and escorted to the Santa Parlor. Entertainment is confirmed and in place. Sheds are expected to arrive the first week of November and will be decorated on Saturday, November 19th beginning at 10am. Michele has submitted a request from the CP Single Marine Program. Maggie submitted quotes for the cocoa and 6' pre-lit Christmas trees. Committee voted on the tree they liked best and both quotes were submitted to Travis to submit for purchase. Michele shared photos of 6' outdoor nutcrackers. However, that was tabled to the November meeting until we know what our balance will be after the above items are purchased as well as the additional items still in need (cookies, napkins, Styrofoam cups, and hot cider).

Marlene made a nomination to the committee for the person she felt should light the tree at this year's tree lighting jubilee. All were in favor and the committee was in agreement not to share the name at this time.

- **MAKE HAVELOCK SHINE:**

A motion was made by Marlene and seconded by Alida to table our Make Havelock Shine and Live Business contests to our November 10th agenda. However, homeowner ride-around and business judging dates are as follows: Homeowners judging will take place on December 13th and 14th, final judging and winners chosen December 15th. Potluck dinner will take place on Thursday, December 15th at 5:30pm prior to final judging. "Live" business will take place Friday, December 16th from 6-8pm.

- **OFFICER POSITIONS FOR 2023:**

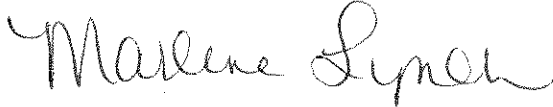
Was tabled for the November 10th meeting.

OTHER:

- Everyone was reminded of the date of our next televised Board of Commissioners meeting.
- Early voting starts October 20th.
- The next Appearance Commission meeting is Thursday, November 10, 2022 at 6:30pm.

A motion to adjourn was made by Agnes Curran-Tonkin and seconded by Marlene Lynch. The meeting was adjourned at 8:33pm.

Respectfully submitted,

A handwritten signature in cursive script that reads "Marlene Lynch". The signature is written in black ink and is positioned above the typed name.

Marlene Lynch, Secretary