

Community Appearance Commission - Meeting Minutes
6:30pm @ Archdale City Hall
Tuesday, August 3rd, 2021

Members Present: (5) Chairwoman: Dara Matthews; Vice-Chairwoman: Rosana Walton; Commission Member(s): Hannah Davis, Brooke Johnson, Helen Sikes
Members Absent: (0) No members absent
Others Present: Matthew Wells, Planning Administrator; Duncan Walser, Planning Technician

CALL TO ORDER, WELCOME, AND REGISTER OF ATTENDANCE:

Chairwoman Matthews welcomed everyone and brought the meeting into session.

APPROVAL OF MINUTES:

Chairwoman Matthews first asked for a motion to approve the July minutes; Member Sikes made a motion to approve the minutes as read, which was seconded by Member Davis, and then approved unanimously by all members present.

Movies in the Park

Mr. Wells began the meeting with a discussion of the upcoming Movies in the Park Event. Mr. Wells stated that the event would occur in one month from the meeting on September 10th. The movie that will be shown is *Trolls: World Tour*. Mr. Wells stated that the event was currently slated as a “traditional” movie in the park showing instead of the previous “drive-in” style showings. Mr. Wells clarified that this was subject to change due to COVID precautions. Chairwoman Matthews stated that it would be prudent to wait to assemble materials for the event, such as coloring sheets, until the presentation style was set. Mr. Wells then clarified that the event would begin at 7:30 PM and encouraged the Commission Members to arrive at 6:30 PM to begin setting up.

Fall Activities

Fall Litter Sweep

Chairwoman Matthews shifted discussion to the upcoming fall activities. Mr. Wells inquired about a potential date for the Fall Litter Sweep and presented September 11th, 18th, and 25th as options. The Commission ultimately decided to plan on holding the event on September 18th. Chairwoman Matthews suggested that the area around Walmart be a point of focus.

Yard of the Season

Mr. Wells then clarified the next two meeting dates, being September 7th and October 5th. He stated that the Fall Yard of the Season is typically decided in October, to which Chairwoman Matthews agreed. Mr. Wells then expressed gratitude for the Summer Yard of the Season sponsor – Tyler Davis. Member Sikes suggested writing Mr. Davis a thank-you note for the sponsorship.

Chairwoman Matthews then suggested creating promotional material that provided details on previous Yard of the Seasons, such as previous sponsors and prizes. She then suggested reaching out to the Summer Yard of the Season winner, Beverly Gauldin, to see if she would be interested in joining the Commission.

Community Appreciation Day

Mr. Wells then reminded the Commission that they would be serving as a vendor at the City's Community Appreciation Day. The event is scheduled for October 30th and the Commission will set up a table along the trail at Creekside Park. Mr. Wells encouraged the Commission to think of themes and items that can be given out at the event. He then informed the Commission that they should plan to arrive at the event at 1:30 PM in order to begin setting up.

Christmas in the City

Mr. Wells then shifted the discussion to a potential Commission-planned holiday program. He explained that the program would have Commission members reach out to local businesses along Main Street and Bonnie Place encouraging them to place Christmas decorations. Chairwoman Matthews then suggested looking at examples of decorations found in other cities as inspiration. She also suggested that the Commission members should focus on specific areas on both streets.

Miscellaneous

Mr. Wells then inquired about the Commission's opinion of starting future meetings at 6:00 PM rather than the typical 6:30 PM. The Commission members unanimously agreed that this would be preferred.

ADJOURNMENT:

With no further business, Chairwoman Matthews thanked everyone for coming and adjourned the meeting.