

**Community Appearance Commission - Meeting Minutes**  
**6:00pm @ Archdale City Hall**  
**Tuesday, September 7<sup>th</sup>, 2021**

**Members Present:** (4) Chairwoman: Dara Matthews; Vice-Chairwoman: Rosana Walton; Commission Member(s): Hannah Davis, Brooke Johnson  
**Members Absent:** (1) Helen Sikes  
**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 August minutes; Member Davis made a motion to approve the minutes as read, which was seconded by Vice-Chairwoman Walton, and then approved unanimously by all members present.*

**Movies in the Park**

Chairwoman Matthews began the meeting with a discussion of the upcoming Movies in the Park event that the Commission would be sponsoring. Mr. Wells reminded the Commission the event would be held on the 10<sup>th</sup> of September and that the members should plan to arrive at 6:00 PM. Mr. Wells also stated that he would be absent from the event, but Duncan Walser would be present. Following up on the decision to create “DIY Troll’s headbands” for the event, Mr. Wells suggested pre-arranging the headband materials in individual bags prior to the event. Chairwoman Matthews suggested that the crayons in coloring books also be pre-assembled. Member Johnson offered to pick the materials up ahead of the event and assemble them. Mr. Wells then clarified that the materials should make headbands for between 40-50 kids.

**Fall Litter Sweep**

Mr. Wells then shifted discussion to the September 18<sup>th</sup> Litter Sweep. He confirmed that McDonald’s had agreed to offer a complimentary breakfast as usual. Mr. Wells then pinpointed the I-85 on/off ramps, the area around Walmart, and the Randolph County side of the Aldridge Rd. bridge as possible areas to collect. Lastly, he reminded the Commission that they should plan on arriving at 7:30 AM.

**Community Appreciation Day**

Mr. Wells then brought up the forthcoming Community Appreciation Day. He asked the Commission to continue considering potential offerings or games at the Commission’s booth. He reminded them that the event did not have a theme this year, but the Commission should aim for quick games and prizes for the booth. Lastly, he stated that event would be held on October 30<sup>th</sup> at the park and that the members should plan on arriving before 2:00 PM.

**Fall Yard of the Season**

Chairwoman Matthews shifted discussion to the Fall Yard of the Season. Mr. Wells stated that they would deliberate on the winner at the October meeting, but in the meantime, they should consider potential sponsors and nominees.

**ADJOURNMENT:**

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