

Town of River Bend
Community Appearance Commission
November 15, 2023 DRAFT Minutes

Attendees: Brenda Hall, Pat Lineback, Carina Wordham, Donna Perry, Christine Soler, and Barbara Mauer, Town Council Liaison

Absent: Meg Williams

1. The meeting was called to order at 4:10 pm.
2. Approval of September 20, 2023 minutes. Motion by Carina Wordham, seconded by Christine Soler
3. Discussion for CAC applicant, Maryann Taylor. Maryann was unable to attend the meeting, so CAC cannot make a recommendation to the council at this time. She will attend the January meeting.
4. Updates on 2023/2024 projects:
 - a. Festive Awards for Fall and Christmas
 - i. Fall Festive was discussed for additional opportunities or improvements. We will continue to judge for both fall and Halloween. Moving forward we will take the signs down following the recognized holiday.
 - ii. We will attach mylar balloons to the festive awards signs for future winners for better visibility in their yards.
 - iii. Timelines and zone assignments for Christmas Festive Award were reviewed. All homes nominated for Festive award will be photographed in the daytime and the evening.
 - iv. New zone assignments for Christmas Festive Award are: Meg - 1, Carina - 2, Brenda - 3, Donna - 4, Pat - 5, Christine - 6
 - v. Upcoming dates
 1. Request banner to be hung by entrance by 11/29/23
 2. Festive award nominations 12/5/23 - 12/15/23.
 3. Banner removed from entrance 12/15/23
 4. CAC review of nomination forms and photos 12/15/23
 5. CAC judging 12/17/23 at 4pm
 6. List of all nominees and winner addresses sent to Kristie 12/19/23
 7. Winners announced and yard signs placed 12/20/23. Christine will do yard sign placement and removal.
 8. Signs retrieved 1/2/24 by Christine.

- b. Plantation Drive Median Project
 - i. Delane has sent the Arborist report to Town Council. Barbara plans to put on the agenda for December Town Council meeting. CAC hopes to remain involved.
- c. Arbor Day Celebration for March 22,2024-ideas discussed include:
 - i. CAC could provide trees and Garden Club could possibly provide perennials that meet the 3Bs.
 - ii. Brenda could give a talk about the who, what, where, when and how of planting trees.
 - iii. Tree give away with planting, location, and care instructions
 - iv. Get families involved by offering tree related activities with prizes or crafts.
 - v. Christine will research Boy Scout involvement and Pat will research Girl Scout involvement.
- d. Crab Pot Christmas Globe Workshop for Fall 2023
 - i. The workshops were a great success with 35 participants and \$350 was turned in to the Town.
- e. Independence Day planning for 2024
 - i. Donna presented both mock ups for a ribbon wreath and a prototype of a firecracker yard stake for potential community workshops in June. CAC will decide which project to proceed with at the January meeting.
- 5. Volunteer hours - please submit to Brenda
- 6. CAC member recruitment - there is currently one open spot on CAC.
- 7. Updates from Town Council Liaison - The council activity report from October was distributed to all CAC member via email on 10/23/2023.
- 8. Open Discussion
 - a. CAC participated in National Night Out on October 3rd from 5-7:30 PM, with a tent and displays of all CAC programs and events. Great display and a great time was had by all.
 - b. CAC decorated the Veteran's Memorial with Fall/Winter plantings.
 - c. CAC also developed handouts that describe what CAC does and projects they are involved in.
 - d. Discussion about 2024 projects and FY 24/25 budget needs to be discussed at next meeting.
- 9. Adjournment: The meeting was adjourned at 5:59

Submitted by Pat Lineback

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