

Town of River Bend

Community Appearance Commission

January 17, 2024 Minutes

River Bend Municipal Building, 4:00 PM

51 Shoreline Drive, New Bern, NC 28562

Attendees: Brenda Hall, Pat Lineback, Carina Wordham, Donna Perry, Christine Soler, Barbara Maurer

Visitors: Maryann Taylor, Dennis Shea, Dawn Inglis

1. Meeting was called to order at 4:03 pm.
2. Introduction of guest, Dawn Inglis, Girl Scout Leader
3. Motion to approve the November 15, 2023 minutes was made by Donna Perry and seconded by Carina Wordham.
4. The vote was unanimous to recommend Maryann Taylor as a new CAC member.
5. Updates on 2023/2024 projects:
 - a. Festive Awards for Fall and Christmas
 - i. Review Christmas Festive for any additional opportunities or improvements
 1. Modifications to the Beautification Nomination forms include the following changes; from "Your contact information" to "Nominator contact information" and add a line for residents to print and sign the name.
 2. YouTube slide show minus addresses will be placed as a link on the Town of River Bend website.
 3. Christine suggested a "cell phone photo" tutorial. The suggestion was tabled until a future date.
 4. In the future email the pictures to Christine rather than texting. Place address in subject line.
 - b. Plantation Drive Median Project
 - c. Barbara is presenting a proposal to the council to eliminate #2 from consideration by the council. The council is focusing primarily on tree health and safety. There will be no changes to the formal document prepared and presented by CAC.
 - d. Arbor Day Celebration, tentative date of Saturday, March 22, 2024
 - i. Discussion/planning of Arbor Day Celebration including Girl Scout and River Bend Garden Club participation.
 1. Tentative date change from March 22 to Saturday, March 23 at 10:00 or 11:00 AM. Dawn will check the girl scout calendar to ensure they are available.
 2. River Bend Garden Club will be unable to participate.

3. Brenda will ask Delane's permission to planting perennials in the sidewalk "holes". Using one of the raised bed planters by the dog park would be a second choice.
 4. Brenda will ask Kristie to arrange a donut truck. Donna will approach the owners of the Nautical Star coffee shop about donating coffee. Brenda will request that Kristie or Delaney ask the mayor if he is available on Saturday.
 5. Girl Scouts will provide a "plant a seed table" where the kids can plant a seed to take home.
 6. Girl Scouts will plant perennials in the sidewalk holes.
 7. Pat will discuss with Gloria the possibility of the Red Caboose library providing a scavenger hunt with small prizes.
 8. Christine will create a flyer.
 9. Brenda will request that the bathrooms be cleaned the day before the event.
 10. Brenda will reserve the Community Building rooms in case of rain.
- e. Crab Pot Christmas Globe Workshop for 2024
- i. Brenda was able to purchase 72 LED light strings needed for 2024 workshops at 50% discount
 - ii. Globe repair workshop in 2024 - to be determined
- f. Independence Day planning for 2024
- i. Donna presented a wire, lighted star. The three choices are star, firecracker and wreath. The members voted on the star.
 - ii. Budget for the star - approximately \$15 for supplies and charge \$10 to participant.
 - iii. Donna will present several dates for the workshop.
 - iv. Plan for CAC's entry into Independence Celebration parade and details of decor - deferred until March meeting.
6. Volunteer hours updates from CAC members; A total of 509.5 hours was completed by the CAC Volunteers for FY 22/23!
 7. Budgets for FY 23/24 are due Feb. 19, 2024; discuss any additional budget requests - no additional requests. \$2500 will be requested.
 8. The meeting was adjourned at 6:18 pm.

Submitted by:

Pat Lineback

2.23.2024