

Town of **River Bend**
Community Appearance Commission (CAC)
Special Meeting Minutes-September 22, 2021

Present: Chair - Brenda Hall, Nancy Dell'Aria, Meg Williams, Jack Mehan, Lona Farula, Council Liaison - Barbara Maurer

Absent:

1. Call to Order - 4pm
2. Approval of June 16, 2021 Minutes. Motion made by Meg Williams. Seconded by Nancy DelAria. Minutes unanimously approved as written.
3. The Commission reviewed the proposed River Bend Advisory Board Ordinances. There were no concerns except, the CAC suggests a clarifying statement, similar to PWAB's, to Section 3.05.057 Powers and Duties C. At the request of the Council and Manager, assist in the resolution of complaints and concerns registered by the town's citizens, governmental agencies or other entities pertaining to, or related to, the appearance of the town.
4. Meg Williams was nominated as Secretary of the Community Appearance Committee (CAC). Motion to approve Meg as Secretary made by Lona and seconded by Nancy. All in favor. Meg was provided format for minutes to be presented according to Open Meetings Law of the North Carolina General Statutes.
5. Recruitment for 2 additional CAC members is ongoing. Brenda requested that Meg Williams provide information about the vacancies on River Bend Facebook pages to reach more residents. Interested parties will be directed to the River Bend website for more information and hyperlink to application.
6. CAC meeting time has been changed to the Third Wednesday of odd months at 4pm in the Town Municipal Building. Motion made by Meg and seconded by Nancy. All approved the change. Next Meeting is Nov. 17, 2021 at 4 PM.

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7. CAC Member volunteer hours will be reported to and recorded by Brenda Hall before each CAC meeting via email. Brenda will send spreadsheet to group by email.

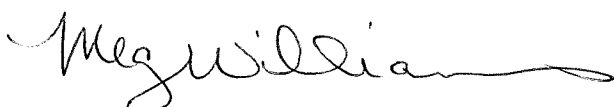
8. Christmas Decor at the River Bend Front Entrance will include new commercial grade decorations and a large Christmas tree/flag pole. At the November meeting, the CAC plans to repair and restore existing crab pot orb lights and recommends to the Town Manager for them to be hung in the front entrance trees, in addition to the other holiday decor. Meg will discuss with Parks & Rec about possibly hosting a Crab Pot Orb light workshop for making more orbs for replacements.

9. Council Liaison Barbara Maurer will provide a report of Town Council activities by email to the CAC Chair and CAC Secretary, which will be disseminated to CAC Members.

10. Brenda will seek feedback from the CAC and Town Manager for goals and potential projects for the CAC going forward. Will discuss at next meeting.

11. The next CAC meeting will be held on November 17, 2021, at 4 PM. There being no other discussion, the meeting was adjourned at 5:39pm.

Motion to approve minutes by Brenda Hall on 11/17/2021. Seconded by Nancy Dell'Aria. Approved by all.



Minutes submitted by Meg Williams