

Appearance Commission Minutes

Thursday, July 10, 2014

Attendees:

Melvin Caldwell
Bill Sigmon
Jim Gargis
Collette Touchette

Sheila Iverson
Sandra Waters
Tom Rowe

Guests

Mary Bess Lawing
Gerry Hodges

I. Welcome

A. Collette called the meeting to order and welcomed all members and guests.

II. Approval of Minutes of Thursday, June 10, 2014

- A. Collette called for any additions/amendments to the Minutes.
B. No changes were recommended. Melvin Caldwell made the motion to approve the minutes. Jim Gargis seconded the motion.

IV. Old Business

Lead

A. **Financial Report**

Collette

1. Collette shared the yearend report.
2. She also presented the approved budget for 2014-2015 which was \$9,950 down from the requested \$13,275.

B. **Yard of the Month**

Jan/Alicia

1. Yard of the Month Program is completed for 2014. We thank Jan Freeman and Alicia Rayfield for all their hard work.

C. **125th Old Soldiers' Reunion**

Collette

Booth on the Newton square

1. The Reunion activities start Sunday Aug., 17. Our August meeting is planned for Thursday, Aug 14. We will all spend time preparing the seed packets to give away the following Thurs. at Reunion
2. We will also put together the schedule for manning the booth. It was agreed to meet at 8pm and set up.
3. We request that everyone wear a red, white, or blue shirt.
4. Collette will attempt to make badges for each of us to wear.
5. The Commission thanked Sheila for obtaining all the seeds, packets and door prize.
6. We still need a box to put the door prize entry forms in.
7. Each person will need to bring their own chair.
8. Collette will bring a flag bunting.
9. Sandra will order a banner for us to hang.

Patriotic Decorating Contest

1. Gift cards prizes have been purchased.

2. Entry forms were placed at City Hall, Library and Rec Center.
3. One entry has been received via the google email account.

- D. Downtown Light Pole Painting** **Sandra**
1. Sandra reported that the painting of the light poles by city workers has been put off until July.
- E. Appearance Commission Facebook** **Melvin**
1. Melvin gave an update on the number of “Likes” and “Visits” on our Facebook page.
- G. “Looking Good” Update** **Collette**
1. Collette discussed the “Looking Good” letters to businesses
 2. **Members shared some areas that might deserve recognition.**
- H. Adopt-a-Spot Update** **Collette**
1. Master Gardners completed their project and several newspaper announcement went out.
 2. **We still need to order markers to place at the spots to recognize the adoptees.**
- I. “Curb Appeal-Newton Style” Project** **Collette**
1. Collette presented 2 documents for review: an entry form and a contract of rules and regulations. **She requested that everyone review and get back to her within a week.**
- J. Other**
1. Little’s Median
Work has started on Little’s Median.
Collette will contact everyone about helping to plant Little’s Median when the plants arrive.
 2. New Members
We are in need of a new member. Several names were suggested.

New Business

- A. Bench in front of Callahan’s**
M. Lawing brought it to our attention that there is a bench with advertising on it in front of Callahan’s which does not fit with the other city benches.
The Appearance Commission will look into this and bring it up to City Staff.
- B. Position of Secretary.**
Collette asked if anyone would be the secretary. No one volunteered so everyone will take a turn. Sheila Iverson volunteered to do the August minutes.

Next Meeting: August 14, 2014

Recreation Department – Downstairs

Meeting Schedule Sept. 11
 Oct. 9
 Nov. 13
 Dec. 11
 Jan. 8

Notation: Highlighted sections denote an “Action Item,” requiring action by one or more commission members.

Respectfully Submitted,
Collette Touchette
Chairperson, Appearance Commission
7/ 29 /14