

## Appearance Commission Minutes Thursday, May 8, 2014

**Attendees:**

Melvin Caldwell      Tom Rowe  
Jan Freeman          Collette Touchette  
Jim Gargis

**Guest:**

Chief Yoder

**I. Welcome**

- A. Collette called the meeting to order and welcomed all members.
- B. Members welcomed guest Chief Yoder

**II. Approval of Minutes of Thursday, March 13 and April 17, 2014**

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

**IV. Old Business Lead**

- A. **New Fire Station Site Plan** Chief Yoder
  - 1. Chief Yoder shared the fire station rendering and discussed landscape areas and changes to the site
  - 2. Members asked pertinent questions to which Chief Yoder shared information
  
- B. **Financial Report** Sandra
  - 1. Sandra was not in attendance due to a City Council Budget meeting
  - 2. Collette reported no current changes to the Appearance budget.
  
- C. **Yard of the Month** Jan/Alicia
  - 1. Jan reported on the May winners and asked for nominations for the June Yard of the Month
  - 2. **Jim and Collette nominated yards for review**
  
- D. **Clean Sweep Results** Collette
  - 1. Collette reported a good turnout from the Appearance Commission for the event.
  - 2. Members discussed the benefits of advertising the event earlier.
  
- E. **125<sup>th</sup> Old Soldiers' Reunion** Collette
  - 1. Collette discussed the recommendations for Appearance Commission involvement
    - a. Booth on the Newton square
    - b. Melvin will supply the table and tent

- c. Collette will submit the fee and application
- 2. It was suggested that we have a drawing for a prize. Collette will develop the entry forms which will also give us citizen information.
  - a. Can we get a banner?
- 3. Discussion was held regarding a business and residence Reunion Patriotic decorating contest.
  - a. Entry Forms will need to be designed
  - b. Advertisement in both the Newton & Hickory Papers will be submitted.
  - c. Prizes such as dinner for 2 and Lowe's gift cards will be given to the winners with honorable mention.
- 4. Collette discussed the idea of also holding an empty store front window contest with a patriotic theme.

- F. **Downtown Light Pole Painting** Sandra
- 1. Collette reported that the painting of the light poles by city workers will begin next week.
  - 2. Due to an inoperable lift truck, the light poles will be painted only on the bottom portion at this time.

- G. **Phone Book Littering** Melvin
- 1. Melvin gave a full report on the impact of phone book littering, quoting statistics and other city/county ordinances.
  - 2. Jim made a motion that the Appearance Commission add a brief in the next Newton newsletter.

- H. **Appearance Commission Facebook** Melvin
- 1. Melvin gave an update on the number of "Likes" and "Visits" on our Facebook page.
  - 2. Members discussed several recently posted pictures.

### New Business

- A. "Upgrade a Yard" Project
- 1. Members decided this would be a good project for the fall.

**Next Meeting:** June 12, 2014  
Recreation Department – Downstairs

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

Respectfully Submitted,  
Jan Freeman  
Secretary, Appearance Commission  
5/21/2014