

# Minutes of Keep Richwood Beautiful Commission

## The Keep Richwood Beautiful Commission Meeting of Tuesday, December 3, 2019

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BE IT KNOWN THAT, a Keep Richwood Beautiful Commission Meeting of the Keep Richwood Beautiful Commission of City of Richwood was held Tuesday, December 3, 2019, beginning at 6:00 PM in the Richwood City Hall, 1800 N. Brazosport Blvd. Richwood, Texas.

### I. CALL TO ORDER

The meeting was called to order at 6:02 p.m.

### II. INVOCATION

Janet Jackson-Ellis led the invocation.

### III. ROLL CALL OF MEMBERS

Kimberly Mayer, Executive Director  
Janet Jackson-Ellis, Chair  
Brittany Figaro, Vice-Chair  
Garry Ellis  
Tara Riley  
Audrey Johnson

### IV. PUBLIC COMMENTS

No public comments.

### V. REPORTS ON RECENT EVENTS

#### A. Fall Sweep - City Wide Clean Up

Janet stated the sign looks very nice  
Kimberly sent report to KRB for the event of fall clean up  
Kimberly stated the volunteers were very helpful and seemed willing to attend future events. She currently has had one student reach out to help with Christmas in the park  
Tara would like to see name tags at events

### VI. DISCUSSION AND ACTION ITEMS

#### A. Discussion and possible action on upcoming events

##### 1. Christmas in the Park, 1k FunRun December 14, 2019

Still no Santa and so far no one has reached out.

Janet gave the name Roy Morgan to reach out to and Kimberly will call.  
Kimberly asked what we should do if we do not have Santa.  
Brittany suggested if there is no Santa that there should not be an event  
Tara suggested that the kids from Polk could sing their program songs.  
We discussed canceling the event  
Audrey moved that if no santa is found by Monday December 9th the event is canceled  
Garry second  
Motion carried  
Kimberly passed out a sign up form for the event  
1k canceled due to lack of participation

B. Discussion and possible action on KRB committee bylaws

Kimberly discussed the changes  
Tara requested that events also have an attendance policy  
It was added that attendance is mandatory for events unless a valid excuse is given  
Tara moved to approve the by laws  
Brittany second  
Motion carries  
Discussion of job description  
Kimberly discussed changes  
Brittany discussed new position roles  
Kimberly pointed out that we need to vote on new positions in January  
Brittany moved to approve board positions  
Audrey second  
Motion carried

C. Discussion and possible action on December's Yard of the Month

422 N Yaupon was set as the Christmas house for December  
5:45 for yard sign picture before party

D. Discussion and possible action on KRB becoming a 501(c)3 Non Profit Organization

Audrey moved we do not become a 501 C 3  
Brittany second  
Motion carried

E. Discussion and possible action on the Community Garden / Relocation of Freedom Park and possible rezoning of land to be used for Garden

Kimberly explained the options for the properties.

F. Discussion and possible action on purchasing a commercial Popcorn Machine

Pd cannot help and we will discuss later

G. Discussion and possible action on scheduling a committee work day.

Table to January

## VII. EXECUTIVE DIRECTOR'S REPORT

Kimberly gave her executive report  
Discussed role of Adan Reyes

Kimberly applied for a coca cola grant

Kimberly created a blog

## VIII. SET NEXT MEETING DATE

No date set. Next meeting is scheduled for January 6, 2020 at 6:00 p.m.

## IX. FUTURE AGENDA ITEMS

No future agenda items listed.

## X. ACCOMPLISHMENTS AND ITEMS OF COMMUNITY INTEREST

Statements only. No discussion is allowed.

No report.

## XI. ADJOURNMENT

The meeting adjourned at 7:48 p.m.