

Minutes of Keep Richwood Beautiful Commission

The Keep Richwood Beautiful Commission Meeting of Tuesday, November 5, 2019

BE IT KNOWN THAT, a Keep Richwood Beautiful Commission Meeting of the Keep Richwood Beautiful Commission of City of Richwood was held Tuesday, November 5, 2019, beginning at 6:15 PM in the Richwood City Hall, 1800 N. Brazosport Blvd. Richwood, Texas.

I. CALL TO ORDER

The meeting was called to order 6:15 p.m.

II. INVOCATION

Kim led the invocation

III. ROLL CALL OF MEMBERS

Janet

Garry

Kimberly

Brittany

Tara

Audrey

Melissa, Kirsten, Lindsay

Visitor – Carlos Lopez, Peggy Basinger

IV. PUBLIC COMMENTS

No public comment.

V. APPROVAL OF MINUTES OF PREVIOUS MEETING

A. Minutes from the Meeting held October 3rd, 2019.

Motion to approve – Kim motioned, Audrey 2nd – all ayes.

VI. REPORTS ON RECENT EVENTS

A. Trunk or Treat

Janet thanks Brittany on the wonderful job.

Brittany adv 900 people were counted at the event.

Janet asked how much candy we had left over

Brittany adv we do have a lot left over but due to having to change the venue, I think a lot of people didn't come.

Brittany reported that we were stretched and if we had any less people there helping it wouldn't have been pulled off.

Brittany adv she will put a folder together with info from this year. I will make sure there is registration next year for vendors. Polk had a misunderstanding regarding the interlocal agreement, but it ended up working out.

Carlos stated that he felt the notification on Facebook was great.

VII. DISCUSSION AND ACTION ITEMS

A. Discussion and possible action on upcoming events

1. 2019 Fall Clean-Up and Citywide Garage Sale - November 14-16

Brittany stated that KTB allowed us to get an additional care package for the clean up event. I plan on setting up a table for the 1k sign ups.

Kimberly suggested saving the mulch in the parks for the spring – and focus on the trees that were planed at the Audubon entrances. Also, the City of Richwood sign at 2004/288b mulch the trees there. Also maybe focus on bushes in front of city hall.

Janet is the meeting place still going to be the community building.

Kim yes, we can do donuts and coffee.

Kim contact waste management for large bin – also have pw place piles of mulch at various locations.

Brittany will reach out for volunteers, foundations prep, Facebook.

Kimberly adv Tara had the idea to clean up around a Veterans home since it falls around Veterans Day.

Brittany adv that may be a workday – put a notice on water bill for nominations to help.

Tara asked who is responsible for maintaining trees 2004 – Lindsay will check with clif to see if they are txdot.

Melissa asked what time we will start – 10am.

Tara said we need to be mindful of teenagers who volunteer being near the highway.

Melissa adv she will contact Brazoswood to see if they have any students who would like to volunteer.

Tara asked if we were going to see if HEB would assist us again, they were a great help during the keep Polk beautiful event.

Janet asked if we were ordering pizza for the volunteers

Kim stated that if we have enough people there, then yes. I'd say 15 volunteers would need to be there.

Audrey, I need to know how much to get as far as coffee and donuts.

Kim told Audrey to plan for 25 people just in case.

Discussion held on refreshments.

Kim adv she will make up a sign up sheet.

Do we have access to the google doc for garage sale sign up.

Kirsten adv front office girls have just taken order forms and put them to the side.

2. Christmas in the Park - December 14 / Decorating Contest

Brittany adv registration is open for 1k, but no one has registered. I am advertising it on every Richwood page I am in.

If we get a good turn out, I suggest getting an online registration option.

Brittany adv Christmas in the park is kind of going from scratch – Denise has all the documentation on that.

Kim stated she will help with the committee.

Discussion held on past Christmas in the park

Brittany asked for \$150 for 1k to get supplies.
Registration is 15 dollars, shirts cost about \$8. But I need money up front to get run supplies.

Tara said Angleton or someone is also doing a fun run or something – but the shirts have sponsors.

Kim suggested we start smaller.

Kim stated we need 1 budget for xmas in the park and 1 for the run.

Janet should we consider having games?

Kim motioned we have \$250 budget for the Christmas in the Park and Fun Run Brittany 2nd --- Voting all ayes – Motion Carried

3. Future Event Recommendations

Brittany stated we need to think about how many events we are putting on a year compared to the people we have helping. We need to look at some of our less attended events and possible get rid of them. A lot of time and effort is going on the planning side and we are struggling with attendance from committee and public.

Kimberly stated that generally in January we go through our goals and calendar and we can be aware of that.

B. Discussion and possible action on KRB committee bylaws

Lindsay stated we have added this to the agenda to discuss the by laws and make any changes or suggestion we feel necessary.

Kimberly adv we need to look at committee member description.

Brittany adv she would like to see a more serious approach taken to the committee

Melissa said she is unsure of having a paid director, just her suggestion.

Janet adv the ED was paid to keep up with scrap book and apply for grants through keep Texas beautiful.

LK adv the stipend is paid from the funds.

Discussion held on

Kim motioned all members look at by laws and make notes – and add to December meeting for discussion.

Brittany requested to see sub committee of parks and rec – possibly a separate meeting be held. There is very little interest in parks and rec.

Discussion held on parks and rec sub-committee.

C. Discussion and possible action on work t-shirts and Polo's for members

Committee is okay with color of shirts also provided Brittany with sizes for tshirts.

- D. Discussion and possible action on displaying American Flags throughout the City for Veteran's Day, November 11, 2019.

Kim propose to put the flags up Friday November 8 - 9am, meet at community building— Will take down the 13th at 1pm -- meet at community building.

- E. Discussion and possible action on November's Yard of the Month and Selection process/requirements

Janet adv want to make sure to find the yard of the month sign. Yard

Janet will contact current winner and make arrangements with them. Thursday the 7th at 6:00pm 1038 Cardinal Ct - Richwood

November yard of the month – Janet wants to know if we want to continue with yard of the month.

Kim says we need to take the month and look it over for the next meeting and dsi

Tara asked if we are doing Christmas yard of the month

Kim adv possibly looking into taking nominations.

Will look at the map in the next meeting.

- F. Discussion and possible action on the role of the Executive Director position and nominations to fill the vacancy in the position.

Brittany nominates Kimberly for the position of ED

Brittany motioned, tara 2nd –

Discussion Kim accepted

Votes: all ayes

Motion carried – Kim recommended to fill ED

VIII. SET NEXT MEETING DATE

Tuesday December 3rd, 2019 - 6PM

IX. FUTURE AGENDA ITEMS

501(c)3 status

Yard of the Month

Sale of 215 Halbert/Rezone community pool
ByLaws
Garbage Cans in Parks
Horseshoe event
Discuss purchasing commercial grade popcorn machine
Military Moms and Wives – November meeting

X. ACCOMPLISHMENTS AND ITEMS OF COMMUNITY INTEREST

Statements only. No discussion is allowed.

Trunk or Treat
Garry cleaned out Garbage cans in Park

Brittany reported she has someone in JSL who will be at December meeting who is interested in coming.

Brittany read a letter from the police department – thanking them for assisting in national night out.

XI. ADJOURNMENT

Meeting adjourned 7:47