



## DURHAM CITY-COUNTY APPEARANCE COMMISSION

### AGENDA

January 15, 2020 6:00pm  
Committee Room GA, Ground Floor, City Hall  
101 City Hall Plaza, Durham, NC

- I. **Call to Order**
- II. **Approval of Minutes**
- III. **Approval of 2020 Calendar**
- IV. **Adjustments to the Agenda**
- V. **Treasurer's Report**
- VI. **Subcommittee Reports**
  - a. Golden Leaf Awards
  - b. Design Policy
    - i. Boards and Commissions meeting
  - c. Digital Outreach
  - d. Education & Engagement
- VII. **New Business & Announcements**
  - a. New Member Applications for 1 Durham County seat
- VIII. **Adjournment**

*Notice Under the Americans with Disabilities Act - A person with a disability may receive an auxiliary aid or service to effectively participate in city government activities by contacting the ADA Coordinator, voice 919-560-4197, fax 560-4196, TTY 919-560-1200, or [ADA@DurhamNC.gov](mailto:ADA@DurhamNC.gov), as soon as possible but no later than 48 hours before the event or deadline date.*

<b>FY 20 Action Agenda</b>			
	<i>Item</i>	<i>Subcommittee Responsible</i>	<i>Point Person (Chair)</i>
1	<b>Host 2020 Golden Leaf Awards.</b>	Golden Leaf Awards	Anne Lebo
2	<b>Build a robust digital outreach platform (e.g. enhanced website, re-tool social media, develop contact list, post blog articles, etc.).</b>	Digital Outreach	Jenna Bailey
3	<b>Develop and maintain sponsorships.</b>	Education & Engagement Digital Outreach Golden Leaf Awards	Jenna Bailey  Anne Lebo
4	<b>Host at least 2 educational events.</b>	Education & Engagement	Jenna Bailey
5	<b>Participate in the development of a new Comprehensive Plan.</b>	Design Policy	Rick Crawford

<b>FY 20 Subcommittee Rosters</b>		
<i>Subcommittee</i>	<i>Chair</i>	<i>Other Members</i>
Design Policy	Rick Crawford	Mike Miller, Leslie Mason, Kai Kelley Jr., Mitch Tuchman, Kiarash Rahmanian, Araba Awotwi, Bronwyn Charlton
Digital Outreach	Jenna Bailey	Mike Miller, Leslie Mason, Anne Lebo
Education & Engagement	Jenna Bailey	Lyn McClay, Rick Crawford, Kai Kelly Jr., Martha Scotford, Mitch Tuchman, Kiarash Rahmanian, Bronwyn Charlton
Golden Leaf Awards	Anne Lebo	Lyn McClay, Fred Jernigan, Martha Scotford, Araba Awotwi, Brandt Smith

<b>FY 20 Available Funds</b>	
<i>Account</i>	<i>Starting Balance</i>
City-County Planning	\$2,500.00
Keep Durham Beautiful	\$4,106.08
<b>TOTAL</b>	<b>\$6,606.08</b>

<b>FY 20 Deadlines &amp; Events</b>				
<i>Month</i>	<i>Design Policy</i>	<i>Digital Outreach</i>	<i>Education &amp; Engage.</i>	<i>Golden Leaf Awards</i>
<b>Jul 2019</b>	Finalized FY 20 Budget & Workflow			
<b>Aug 2019</b>				
<b>Sep 2019</b>	<b>Comp Plan TBD</b>			
<b>Oct 2019</b>				
<b>Nov 2019</b>	<b>Comp Plan TBD</b>		<b>Tour of new Durham Library Main Branch &amp; panel discussion</b>	<b>Fundraising, Outreach, Awards List preparation</b>
<b>Dec 2019</b>	Off – Happy Holidays!			
<b>Jan 2020</b>				<b>Accept submittals and request jurors</b>
<b>Feb 2020</b>	<b>Comp Plan TBD</b>			<b>Secure venue and logistics</b>
<b>Mar 2020</b>			<b>Community Playground Conversation</b>	<b>Jury Review and Awards Preparation</b>
<b>Apr 2020</b>	<b>Comp Plan TBD</b>			<b>Awards Ceremony</b>
<b>May 2020</b>			<b>Tour of 21c</b>	
<b>June 2020</b>	FY 21 Retreat & Election of Officers			