



DURHAM CITY-COUNTY APPEARANCE COMMISSION

AGENDA

March 17, 2021 5:00pm
VIRTUAL MEETING VIA ZOOM

Register in advance for this webinar:

https://zoom.us/webinar/register/WN_MW85ZhFIT0qu-i7FJRNyda

- I. **Call to Order**
- II. **Approval of Minutes**
- III. **Adjustments to the Agenda**
- IV. **Treasurer's Report**
- V. **Subcommittee Reports**
 - a. Golden Leaf Awards
 - b. Design Policy
 - c. Digital Outreach
 - i. New Chair
 - d. Education & Engagement
 - i. New Chair and Additional members needed
- VI. **New Business & Announcements**
- VII. **Adjournment**

Notice under the Language Access Plan

Persons requiring language assistance to effectively participate in this event may contact the City-County Planning Department at 919-560-4137, or kayla.seibel@durhamnc.gov to request interpretation and/or translation services as soon as possible but no later than 48 hours before the event or deadline date.

Aviso bajo el Plan de Acceso al Idioma

Personas que requieran asistencia lingüística para participar efectivamente en este evento pueden comunicarse con el Departamento de Planificación de la Ciudad y el Condado al 919-560-4137 o kayla.seibel@durhamnc.gov para solicitar los servicios de interpretación y / o traducción tan pronto como sea posible pero no menos de 48 horas antes del evento o fecha límite.

Notice under the Americans with Disabilities Act (ADA)

Staff Contact: Kayla Seibel, Senior Planner
919.560.4137 x28271 ▪ Kayla.Seibel@DurhamNC.gov
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Persons with disabilities 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 or ADA@durhamnc.gov, as soon as possible but no later than 48 hours before the event or deadline date.

Aviso bajo la Ley sobre Estadounidenses con Discapacidades (ADA, siglas en Ingles)

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

Personas con discapacidades pueden recibir asistencia para participar efectivamente en actividades del gobierno de la ciudad al comuníquense con el Coordinador de ADA al 919-560-4197, fax 560-4196 o ADA@durhamnc.gov, tan pronto como sea posible pero no menos de 48 horas antes del evento o fecha límite.

FY 20 Subcommittee Rosters		
<i>Subcommittee</i>	<i>Chair</i>	<i>Other Members</i>
Design Policy	Rick Crawford	Leslie Mason, Kai Kelley Jr., Mitch Tuchman, Kiarash Rahmanian, Araba Awotwi,
Digital Outreach	Jenna Bailey	Leslie Mason, Anne Lebo
Education & Engagement	Jenna Bailey	Lyn McClay, Rick Crawford, Kai Kelly Jr., Martha Scotford, Mitch Tuchman, Kiarash Rahmanian, Dan Harrop, Jamie Tindal
Golden Leaf Awards	Anne Lebo	Lyn McClay, Martha Scotford, Araba Awotwi, Brandt Smith, Katina Rogers

FY 20 Available Funds	
<i>Account</i>	<i>Starting Balance</i>
City-County Planning	\$2,500.00
Keep Durham Beautiful	\$4,270.24
TOTAL	\$7,088.24

FY 20 Deadlines & Events

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