



DURHAM CITY-COUNTY APPEARANCE COMMISSION

AGENDA

July 17, 2019, 6:00pm
Committee Room GA, Ground Floor, City Hall
101 City Hall Plaza, Durham, NC

- I. **Call to Order**
- II. **Approval of Minutes**
- III. **Adjustments to the Agenda**
- IV. **Treasurer's Report**
- V. **Review of Subcommittee Worksheets**
- VI. **Subcommittee Reports**
 - a. Golden Leaf Awards
 - b. Design Policy
 - c. Digital Outreach
 - d. Education & Engagement
- VII. **Approve FY 20 Budget and Timeline**
- VIII. **New Business & Announcements**
- IX. **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, as soon as possible but no later than 48 hours before the event or deadline date.

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	Miguel Jackson
3	Develop and maintain sponsorships.	Education & Engagement Digital Outreach Golden Leaf Awards	Jenna Bailey Miguel Jackson 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

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

FY 20 Available Funds	
<i>Account</i>	<i>Starting Balance</i>
City-County Planning	\$2,500.00
Keep Durham Beautiful	\$4,346.08
TOTAL	\$6,846.08

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		Tour of new Durham Library Main Branch & panel discussion	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			Community Playground Conversation	Jury Review and Awards Preparation
Apr 2020	Comp Plan TBD			Awards Ceremony
May 2020			Tour of 21c	
June 2020	FY 21 Retreat & Election of Officers			