I. Call to Order
   a. Members Present: Mike Miller-Chair (MM), Lyn McClay-VChair (LMc), Erik Mehlman-Sec (EM), Ellen Weinstein (EW), Fred Jernigan (FJ), Pam Porter (PP), Rick Crawford (RC), Mitch Tuchman (MT), Miguel Jackson (MJ), Leslie Mason (LM), Charles Douglas (CD), Jessica Braverman (JB)
   b. Members Absent (Excused): Anne Lebow (AL)
   c. Members Absent/Tardy:
   d. Staff Liaison: Kayla Seibel (KS)
   e. Guest(s): None

II. Approval of Minutes
   a. One minor change and approved

III. Adjustments to the Agenda – none

IV. Treasurer’s Report
   a. Same as last month: $2,500.00 CCPD and $2,299.84 KDB + $2500 in GL sponsorships

V. Durham Downtown Wayfinding Project
   a. MM attended event run by Merje
      ● Thought they were a bit out of touch with the greater Durham area
      ● They were interested in our commission and approval processes
      ● They discussed presenting to our commission before finalizing
      ● Public presentation of analysis at Durham Armory on 2/20 at 10:30am-12:30pm or 4pm-6pm

VI. Expanding Housing Choices
   a. RC requests Expanding Housing Choices Draft for review as soon as it is available

VII. Subcommittee Reports
   a. Design Policy
      ● Nothing to report
   b. Digital Outreach

Staff Contact: Kayla Seibel, Senior Planner
919.560.4137 x28271 • Kayla.Seibel@DurhamNC.gov
• Current website format will remain for now due to some glitches with Facebook business page structure
  • Paid up for $220 to 1/19/2020
  • Committee will consider updating the website for use for all our needs

c. Education and Engagement Committee
  • ASLA CE credits may be approved before event
  • AIA 1.5 HSW approved
  • EM presents draft agenda
    • Add MM to introductions
  • Shall we promote Golden leaf awards and sponsors
    • EW to send a few slides to EM to sort into a PPT to run before the event on conference room screens

d. Golden Leaf Committee
  • Website up and running and ready for submittals to 2/15
  • Press release went out
  • Awards set for 4/18 at mutual life building in lobby or patio
  • We have 10 donations of $250 each
  • No plan for any significant change of the award type
  • Received one submittal

VIII. New Business & Announcements
  • Happy belated new year

IX. Adjournment