



DURHAM CITY-COUNTY APPEARANCE COMMISSION

MINUTES

January 27, 2020, 5:00pm
Zoom

I. Call to Order

- a. Members Present: Mitch Tuchman (MT), Rick Crawford (RC), Martha Scotford (MS), Kai Kelley, Jr. (KK), Lyn McClay-Chair (LMc), Brandt Smith (BS), Katina Rogers (KR), Jenna Bailey (JB), Anne Lebo (AL), Jamie Tindal (JT), Dan Harrop (DH)
- b. Members Absent (Excused) Leslie Mason (LM), Araba Awotwi (AA), Kiarash Rahmanian (KR)
- c. Members Absent/Tardy:)
- d. Staff Liaison: Kayla Seibel (KS)
- e. Guest(s): None

II. Approval of Minutes

- a. Rick motioned and seconded by Martha
- b. Approved unanimously

III. Adjustments to the Agenda – none

IV. Treasurer's Report

- a. City County \$2500.00
- b. KDB \$4,160.08

V. Subcommittee Reports

- a. Golden Leaf Awards
 - Subcommittee met a few weeks ago
 - Looking at June timeframe as an in- person event outside
 - Planning on still using Grub for catering
 - Recommendations for new categories: multifamily- large scale, and considered an award for placemaking alternative to buildings like parks, playgrounds, something creative and unique, acknowledge COVID inspired creative adaptations
 - Feb 17 opening submissions, due first week of April, and Jury convene 2nd week of April, and send to Horse and Buggy, final event coordination in May.
 - Want to recognize 2020 award winners and send them a letter in advance
 - Always option of digital awards but we'd want to consider fundraising effort
 - Coordination with Jenna to update the website
 - Be mindful of the time it takes for photos



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- Recommend an alternative the poster/award—like a gift
 - Look at logo for next month's agenda
 - b. Design Policy
 - Nothing to report
 - c. Digital Outreach
 - Renewed wordpress subscription for another year
 - d. Education & Engagement
 - Will set up a committee meeting to brainstorm things for 2021
- VI. New Business
- a. Approved 2021 Schedule with July listed for a retreat and meeting times adjusted to 5PM virtually
- VII. **Adjournment** – meeting adjourned
- a. Next Meeting February 17, 2020 at 5PM