I. Call to Order
   a. Members Present: Lyn McClay (LMc), (Chair), Mike Miller (MM) (Vice-Chair), Kai Kelley, Jr. (KK), Rick Crawford (RC), Leslie Mason (LM), Jenna Bailey (JB), Mitch Tuchman (MT)
   b. Members Absent (Excused): Martha Scotford (MS), Fred Jernigan (FJ), Anne Lebo (AL)
   c. Members Absent/Tardy
   d. Staff Liaison: Kayla Seibel (KS)
   e. Guest(s): None

II. Approval of Minutes
   a. Motion by RC and seconded by MM
   b. Approved unanimously

III. Adjustments to Agenda

IV. Treasurer's Report
   a. CCPD - $2500.00
   b. KDB - $4,346.08

V. Subcommittee Reports
   a. Golden Leaf Awards - Deferred
   b. Design Policy - Deferred
   c. Digital Outreach
      - Team met to discuss leveraging a platform that is already trying to draw traffic in instead of building a parallel platform
      - Need a connection to learn what is possible
- Engage Durham Website initially for Comprehensive Plan but recognition that city departments can use to collaborate
- Kayla will introduce idea to Lisa Miller
- Is an easy ask to add Golden Leaf link to Planning Department Website
- Example site (Mural Durham) will be shared with commission
d. Education & Engagement
- Martha was able to get in contact with library board cannot be a sneak peak but one with a design focus would be well-received
- Plan to push events through sites like Open Durham, RED Collective

**Suggestions for Comp plan:** provide an executive summary, team members in appendix, need visuals to better communicate key messages to reader

- Community Outreach for Comprehensive Plan – Mike Miller and Anne Lebo were in attendance; team continues to find its way re: ensuring full communication of message/activities.

**IV. New Applications to the committee**

- RC Making a motion MM second to recommend both applicants for the two vacant Durham County seats
  - 5-2 Vote
  - 2 nay (MT, RC)
- MM motioned and LMc second to recommend Mark, Kera’, and Zachary who is the first choice of the commission because of background
- The commission did not recommend Dina as her application was not sufficient; not enough information provided
- Vote was unanimous
- Discussion regarding appropriateness of membership and background followed.

**Adjourn**

Next meeting September 18, 2019