



City of Boiling Spring Lakes

**9 East Boiling Spring Road
Boiling Spring Lakes, NC 28461**

**COMMUNITY APPEARANCE COMMISSION
MEETING MINUTES
City Hall
May 16, 2016 at 7:00 P.M.**

Attendance: Ann Hollingsworth, Chairman, Marie Smith, Carmen Berk,
Carmen Suits, Anne Boyle, Shirley Tedesco

Absent: Zelma Rygg (excused)

Commissioner Liaison: David Putnam

Staff: Pamela Bellina, Administrative Assistant

I. Call to Order

The regular monthly meeting of the Community Appearance Commission was called to order by Chairman Ann Hollingsworth at 7:00 p.m.

II. Approval of Agenda

A Motion was made by Carmen Berk and seconded by Shirley Tedesco to approve the agenda as written.

Vote: 6 - 0

III. Approval of Minutes

A Motion was made by Anne Boyle and seconded by Carmen Suits to approve the minutes as written.

Vote: 6 – 0

IV. Public Comment ~ none.

V. Old Business

a. Recap Spring Fling event

The Commission was able to secure use of a tent and had a table full of information to provide to attendees. Pamela had printed pictures of some of the nominated homes, Christmas homes and Blue Ribbon nominees and had them placed in the big frame on the easel Carmen Suits had gotten for the Commission. Pamela had created for the pictures first, second and third place ribbons designating the Blue Ribbon winners along with a Christmas garland for the Christmas pictures. Ann advised the Spring Fling event was well attended and that she and Carmen Berk met with and spoke to a lot of attendees from 10 AM to 2 PM. They received three property recognitions and met two resident photographers who will provide pictures for the 2017 calendar. Ann and Carmen also met two new residents and were able to provide them with Welcome Packages. The Commission also raffled three calendars.

Carmen Berk advised that Ann came with a lot of information to provide to the residents and was very well-prepared for the event.

b. Pre-printed Jar Opener

Ann advised that she had not yet receive the printed jar openers which will be used for the Welcome Packages but did note they will be blue and the logo will be in white. Ann further advised there was approximately \$11 left in the budget which needs to be spent or the funds revert back to the City.

c. Laminated Welcome to Boiling Spring Lakes information sheet

Ann commended Zee Rygg and Carmen Suits on the laminating project of the Welcome To Boiling Spring Lakes sheets for the Welcome Packages. Carmen Suits advised Office Depot in Shallotte has the laminating sheets. Ann asked Carmen to check in about three to four months to see if more laminating sheets need to be purchased.

VI. New Business

a. Property Recognition

The following properties were nominated for Property Recognition:

21 Cedar ~ 250 North Hills ~ 1460 Cottage

Releases have been signed and Ann Boyle will take pictures. Ann advised that the homeowner of 21 Cedar put a lot of work into the home and he is a local school teacher.

Anne Boyle recommended 61 Shands for next month. Shirley advised that while 2298 Fieldcrest was beautiful home which was nicely groomed, it was not special. Ann put a hold on that property.

The following properties were recommended at the Spring Fling event and Ann would like the members to look at the properties and provide recommendations:

206 Pine Lake ~ 738 Trevino ~ 707 South Shore

Ann advised 738 Trevino was just recently sold so she suggested holding off on nominating this property until the new owners get settled in to see if it will still fit the criteria.

Ann and Carmen spoke with one of the members of the Special Events committee who lives on Eden Road and she would like her property to be considered for nomination. Anne Boyle will look at the home.

b. Welcome Packages

Welcome packages were given to the following new residents:

1146 Twin Lakes ~ 331 Pine ~ 370 Pine Lake ~ 1078 Springdale ~ 259 Crystal

VII. Announcements

Carmen Berk showed the members a picture of her and Ann at the Spring Fling event posing with the members of the Special Events committee.

Ann advised the Library Commission has given permission to the Appearance Commission to display pictures of property recognition homes in the library. Ann and Carmen had some picture frames they would use to display the photos. Carmen Suits will purchase matting to go in the frames so the pictures will display nicely. Frances Thomas, Chair of the Library Commission commented on the welcome bags used for the welcome packages. Ann asked the members if they thought it would be nice to provide a bag to each of the members on the Library Commission.

A Motion was made by Shirley Tedesco and seconded by Carmen Suits to provide each of the members of the Library Commission with a welcome package reusable bag.

Vote: 6 – 0

Commissioner Putnam has gotten a donation of a brand new canopy for the Appearance Commission and said he will store it for the commission.

Shirley advised about the courses she has recently taken to become a Guardian Ad Litem for the children of Brunswick County. She explained there are many children in this county that require a guardian to represent them and the position will be very rewarding.

Ann attended the graduation ceremony for CNAs at South Brunswick High School and mentioned the great programs at the high school. The CNA clinicals were done at Doshier Hospital.

VIII. Adjournment

A Motion was made by Carmen Suits and seconded by Shirley Tedesco to adjourn the meeting at 7:21 PM.

Vote: 6 – 0

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Respectfully submitted,

Pamela Bellina  
Administrative Assistant