Beautification Committee Meeting Minutes

June 5, 2023 Town Hall 6:00pm

In Attendance: Martha Mann, June Ulrich, Denise Flaman, Larry Flaman, Bud Eckles, Pat Mead, Bill Garcia, David and Darlene O’Brien (Coffee OP), Lynda Linkswiler (arrival 7:00pm)

Meeting called to order 6:00pm

Pledge of Allegiance to the Flag

Statement from Chair: Working together will create a better Town

Attendees reviewed the previous month’s minutes. June motions to accept minutes, Denise seconds. No further discussion. Vote unanimous. June explained an unintentional omission and how it was found in the January 2023 minutes. The correction is located under Community Garden and involved spending ARPA funds. Denise motions to accept revised minutes for January 2023, June seconds. No further discussion. Vote unanimous.

Martha reviewed the income and expenses related to First Saturday Breakfast, Founder’s Day event, Town Hall project and Community Garden. June motions to accept the income and expense report, Denise seconds. No further discussion. Vote unanimous. One line in the Monthly Breakfast expense category from May 2023 report had an incorrect amount of $31.01 that was corrected to $21.01. The total expense for that category was correct. June motioned to accept the corrected May income and expense report; Denise seconds. No further discussion. Vote unanimous. Martha explained an error and how it was found on the January 2023 income and expense report. Sales of raffle tickets were inflated due to clerical error. June motions to accept the revised income and expense report from January 2023; Denise seconds. No further discussion. Vote unanimous.

**GUEST SPEAKERS** David and Darlene O’Brien owners of new local business “Coffee OP”. They would like to sell coffee to the committee for First Saturday Breakfast. Martha asked for a quote which will be supplied to committee at July 2023 meeting. The O’Briens left a bag of coffee for town hall employees, committee members and volunteers to sample.

**MOTIONS TO PAY**

* Several expenses (listed below) paid by the Town that needed reimbursement from the Beautification Committee were presented. Each had a motion to pay made by June; seconded by Denise. Each were individually accepted with a unanimous vote.
	+ Sam’s Club dated June 28, 2022 receipt ending in 1173 total $208.11 for 4th of July event
	+ Sam’s Club dated June 28, 2022 receipt ending in 3227 total $148.10 for First Saturday Breakfast supplies
	+ Hill’s Hardware dated April 25, 2023 invoice ending in 7085 total $351.31 for irrigation supplies for community garden. This invoice did not include a return in the amount of $181.22 which was addressed with Hill’s. Hill’s will apply return on future invoice.
	+ Hill’s Hardware dated April 25, 2023 invoice ending in 7087 total $108.58 for cinder block and rebar for community garden.
	+ Hill’s Hardware dated May 25, 2023 invoice ending in 3513 total $240.74 for picnic table for community garden. This invoice included tax; Hill’s will credit on future invoice.

**UPDATES**

* **FIRST SATURDAY BREAKFAST**
	+ Total moneys collected $412 which included tips
	+ 59 entrees were served which included 11 monthly specials.
	+ Sales of merchandise $5; Sales of Garden produce $13. Total sales $18.
	+ Committee formally thanks Bud for the purchase of pancake rings.
	+ Larry Flaman comments that an additional griddle is needed as a backup. June motions to spend up to $75 for an additional griddle; Denise seconds. No further discussion. Vote unanimous.
	+ June motions that a 3 stack of pancakes with strawberry syrup, blueberry syrup and whipped cream be served as July Special; Denise seconds. No further discussion. Vote unanimous.
	+ Bud Eckles comments on items missing from the freezer compartment of the refrigerator at the Community Center. These include a case of sausage and a case of water. Discussion followed for solutions to secure refrigerator and freezer without marring surface. Consensus was to purchase a chain and combination lock. June motioned to purchase a rubber coated bike cable with lock not to exceed $20; Denise seconds. No further discussion. Vote unanimous.

**NEW BUSINESS**

* Committee would like to purchase T-shirts, drink koozies, more aprons and hats to sell at events and Breakfast. Several quotes were obtained. This purchase was met with unanimous support from attendees. June motions to purchase 50 T-shirts from Southern Dawg Screen Printing (located in Crescent City); Shirts to be black, grey and royal blue in sizes medium, large, xlarge and xxlarge; with a $390 deposit on a total invoice not to exceed $800. Denise seconds. No further discussion. Vote unanimous.
* Cost of embroidered hats from other suppliers to be researched by Martha
* Quote for aprons and koozies from Southern Dawg were included. Further discussion to take place at July meeting.

**UPCOMING EVENTS**

* **VOLUNTEER WORKDAY – North Broward Ave**
	+ June 17 8am-11am
	+ Area of concentration from Community Center overflow parking to beachfront; to include planting at flagpole.
	+ Ask Maintenance for yellow safety paint for overflow parking lot spaces.
	+ This event is part of our bi-monthly “Clean Up Days” and will be supported by Keep Putnam Beautiful
* **SUMMERFEST**
	+ July 15 10am-3pm at the Community Center
	+ June suggests a map of sale area with vendors inked in be provided to all vendors. General approval for this suggestion.
	+ Anna will be asked to generate a flyer for this event.
	+ June motions for Food Truck fees of $50 with $5 discount for fees paid by June 30, Denise seconds. No further discussion. Vote unanimous.
	+ Committee will only offer merchandise, water and lemonade for sale.
	+ No Sheriff’s Officer will be hired for this event.
* **COMMUNITY CLEANUP**
	+ August 19 7am-10am
	+ Location TBD
* **LABOR DAY MARKET**
	+ September 2 8am-2pm at Community Center
	+ Same pricing schedule for vendors as Summerfest
	+ June motions to limit breakfast menu to Egg Sandwiches and plain Pancakes. Denise seconds. No further discussion. Vote unanimous.
	+ Committee will offer merchandise for sale.
	+ June motions to sell a Hotdog, chips and drink combo for $5; Denise seconds. No further discussion. Vote unanimous.
* **SUMMER DANCES**
	+ No dance will be held this summer
* **OTHER EVENTS**
	+ Details on following TBD
		- Fiscal year ending, budget review and new budget generated
		- Halloween Dance
		- Everyone’s Having a Yard Sale
		- Christmas Eve Dinner

**PLANTING PROJECTS**

* Town Hall project
	+ June motions to purchase an additional 2 yards of white rock to complete project with a cost not to exceed $500; Denise seconds. No further discussion. Vote unanimous.
* Lynda Linkswiler comments that a trailing plant added to the raised beds in front of town hall would add visual interest. Wandering Jew was suggested. June will research options.
* Larry Flaman will plant a sample of perennial peanut near stop sign.

**COMMUNITY GARDEN**

Bud Eckles and Lynda Linkswiler left the meeting when this topic came up for discussion.

* The need for a storage solution for hoses, tools, fungicides and insecticides was discussed. Martha presented several options.
	+ June motions to purchase a Rubbermaid type storage cabinet at a cost not to exceed $175; Denise seconds. No further discussion. Vote unanimous.

**OTHER COMMENTS**

* It was noted that new member Lisa Smits would not be in attendance due to a death in her family. A moment of silence was observed.
* Bill Garcia has “resigned” from being a volunteer with the committee.

June motions to adjourn; Denise seconds. No further discussion. Vote unanimous.

Meeting adjourned 8:46 pm