

**Meeting Minutes**  
**Keep Mansfield Beautiful Commission**  
**April 11, 2022**  
**6:00 p.m.**  
**Chris W. Burkett Service Center**

**ATTENDANCE** – Present: Sharon Roberts, Jennifer Evans, Jacqueline Conley, Kenneth Chalk, Jan Hurlbut, Demethous Chambliss, Carla Green, Kristine DeWolf  
Absent: Leon Williams, Andre Kelsick, Karen Williams

**CITY STAFF PRESENT** – Becca Sales

**CALL TO ORDER** at 6:03 p.m.

**APPROVAL OF MINUTES**

Carla Green moved to approve minutes; Kenneth Chalk seconded. The March 2022 meeting minutes were approved by all members present.

**TREASURER’S REPORT**

Treasurer Jennifer Evans reported a balance of \$6464.39

**ROUTINE BUSINESS**

**Adopt-a-Street (AAS) Update**

Sharon Roberts reported that adopters have been active cleaning their streets citing increased requests for supplies. Distribution of plaques and stickers continue, along with updates to contact information and outreach to those to finalize those nonrenewing. Plans are to address new and/or modified routes after Earth Day.

**OLD BUSINESS**

No old business was discussed.

**NEW BUSINESS**

Earth Day Updates included:

- Vendors: Food vendors finalized include Flying Squirrel, TC Roasted Corn, Mobile Mini Donut Andy Mack Candy, and Breadery. Home Depot confirmed that they will not participate this year.

- Rain Barrels: 9-10 barrels will be available for the auction
- Parking: Parking for attendees will be available along Wisteria thanks to Winston Water Cooling. American Cardboard cited construction issue and may not be able to allow parking for the Earth Day festival. (Update: On 4/12, American Cardboard granted permission for event attendees to park on their lot).
- Discussed the importance of keeping the focus of the Earth Day Festival on education.
- PR: Posters were available for those present to take and post in strategic locations in the area to promote the Earth Day event. Carla Green will post event info on the website and on social media (Facebook) to promote the event – including the Countdown and Top Ten Reasons to attend. Members were encouraged to share event posts on Facebook as they are posted. Sharon Green and Leon Williams will get the podcast interview with Steve Cosio scheduled.

#### Volunteers

- Sharon Roberts is contacting the volunteer coordinator to finalize youth volunteers for the event and will assign volunteers to the various activities/booths once numbers are confirmed. Volunteer assignments will include (but not limited to): Set-up and Tear Down, Rain Barrels, Fishing Lesson Sign-up; Event Information Station, Parking, Pony Rides, Petting Zoo, Trash Can Stations, and Face Painting.

#### Other Earth Day event Highlights

- Mayor *Pro Tem* Todd Tonore is bringing greetings (due to conflict with Mayor Evans's schedule); Live Band (Saratones) and DJ; Garden Club and FFA selling plants and providing information; Story Walk; Butterfly Release (11:30a); City Services with Touch-a-Truck; and Barrel Auction announcement of winners (noon).
- T-shirts for volunteers have been and will be available the day of the event – organized by size.
- Becca Sales agreed to put together a list of tasks to guide our preparation leading up to and during the Earth Day event.
- Members present agreed to help with event set up Friday evening, 4/29 and return Saturday morning between 8a and 8:30 for Earth Day support and program activities.

#### **ADJOURNMENT**

- The meeting adjourned by Rebecca Sales at 6:57p upon motion by Karen Williams, seconded by Kristen DeWolf.