

Meeting Minutes Draft
Keep Mansfield Beautiful Commission
Monday, May 14, 2018
6:00 p.m.
Mansfield Service Center

ATTENDANCE - Sarah Zink, Sharon Roberts, Carla Green, Jan Hurlbut, Jacqueline Conley, Leon Williams, David Crumpton, Gordon McMinn, Jennifer Evans, Karen Williams

CITY STAFF PRESENT – Becca Sales, Howard Redfern

CITIZENS PRESENT – None

CALL TO ORDER at 6:04 p.m.

CITIZEN COMMENTS - None

APPROVAL OF MINUTES – There were no changes to the April 16 meeting minutes. Roberts motioned to approve meeting minutes. Green seconded. Motion passed.

TREASURER’S REPORT – Balance as of 5-14-18 is \$3,180.74.

ROUTINE BUSINESS

AAS Update

- Forty-one streets have been adopted. Ten streets are available.
- Sixteen streets were cleaned however, 23 were not cleaned.
- Three streets could be adopted. Redfern will email the street names to Zink, Roberts, and McMinn.
- Reminder notices for cleaning will be emailed in June.

OLD BUSINESS

Earth Day Mansfield (EDM)

Logistics

- Sending letter to City Staff for their support of EDM.

- Zink proposed to change time of event from 10:00 to 2:00. L. Williams seconded. Motion passed.
- Sign on utility carts will have “Courtesy of ...”
- All board members get map
- City will provide parking signs
- Get permission from businesses to use their parking lots.

Educational Sessions

- Two sessions
- Have AV person on site

Educational Booths

- Make sure Water Utilities Division is next to hydration station.
- Have two butterfly releases.
- Promote the release better.
- Butterfly face painting and butterfly costume.
- Invite the Falconer

Food Vendors

- Need tents, five tables, and chairs for food area.
- Edit Food Vendor Application (generator or banner needed)
- Move snow cone and ice cream vendor to children’s area.

Retail Vendors

- Invite Tiny House
- Move vendors to front parking lot.

Fishing Tournament

- McMinn will be the facilitator.
- Register online
- Need more than two extra fishing rods
- Stock pond with bigger fish
- Bass Masters is willing to stock the pond.

Children's Area

- L. Williams will continue to be the facilitator.
- Attempt to get bounce house (Fire Department) or train.

Music

- Possibly have DJ only.
- Have DJ make announcements every 15 minutes.
- Could have smaller stage.
- Have drumline instead of band
- Give prizes every half hour.
- Have proclamation read at council meeting before event.

Marketing

- Board members share advertisement on personal social media pages.
- More ads in magazines.
- No balloon
- Signs say "EDM Festival Today" or "Turn here for EDM festival".
- Send thank you note to police for the marquees.
- Zink motioned that the board give a gift card to the Ben Barber Photographer. K. Williams seconded. Motion passed.
- Sales and Redfern will get photos taken by the other photographer.

AAS

- Better signage – KMB info here
- Have AAS bucket on table.
- Separate table for volunteer sign-in.

Rain Barrels

- K. Williams will be the facilitator.
- Have time-lapse video of artist.
- Graphic artist from Klein Tools, Mouser, and tattoo artist paint rain barrels.

Volunteers

Parking volunteers need safety vest.

Ideas of things to add

- Smart car show/electric vehicles
- Sponsors
- Earth friendly costumes
- Welcome booth
- All booths have a banner
- Use EDM as pre grand opening for the Farmer's Market
- Use Next Door app
- Dirty Jobs Brewery beer tasting. (Evans)
- Contact Ben Barber School to participate.

NEW BUSINESS

AAS Thank You Luncheon

Zink will email proposed dates for the September luncheon to board members.

Luncheon time is 11:30 to 1:00.

MEMBERS COMMENTS - None

STAFF COMMENTS – None

ADJOURNMENT - McMinn motioned to adjourn the meeting at 7:30 p.m. Evans seconded. Motion passed.