



## Neighborhood Advisory Board MINUTES

Thurs. Oct. 17, 2013 @ 6:30PM  
 City Hall Conf. Rm. 337

200 West Fifth Street  
 Greenville, NC 27835-7207

### BOARD MEMBERS PRESENT:

Members present are denoted by an “\*” and members absent are denoted by an “x”.

NAME	DISTRICT
Carolyn Glast x	1
Betty Hines *	2
Ann Maxwell *	3
Lisa Wilbourne x	4
Sharon Stang, Vice Chair *	5

NAME	DISTRICT
Kim Carney *	1
David Douglas *	2
Laura McKenna *	3
Caroline Doherty *	4
Brenda Diggs, Chair*	5

### ALTERNATE MEMBERS & LIAISONS:

NAME	DISTRICT
Vince Bellis	3
Harry Stubbs	4

NAME	DISTRICT
Misun Hur	5

### CITY STAFF PRESENT:

Tom Weitnauer, Chief Planner (CDD), Seth Laughlin, Planner II (CDD), and Gwen Turnage, Administrative Assistant (CDD)

- I. **WELCOME** – Brenda Diggs, Chair
- II. **ROLL CALL** - A quorum was established
- III. **APPROVAL OF MINUTES** – September 19, 2013  
**Motion:** Ann Maxwell      **Second:** Caroline Doherty  
 Motion Passed
- IV. **OLD BUSINESS**
  - A. **Discussion of NAB Strategic Vision for Greenville Neighborhoods** – Restatement of NAB Strategic Vision for Greenville Neighborhoods by Chair
  - B. **Discussion of Goals for Achieving Strategic Vision** – (see committee reports below)

**C. 2013-2014 Work Plan - Committee Reports on implementation of 2013-14 Work Plan to Achieve Vision**

**a. Subcommittee Progress Reports**

**i. Membership/Outreach**

Co-chairpersons Laura McKenna and Misun Hur, and spokesperson Ann Maxwell provided a report.

**Goals of the Committee:**

To encourage cooperative relationships among neighbors, provide neighborhoods a description of the board's membership, vision and objectives, and to foster strong connections among neighbors by developing a measurable survey of specific questions.

The pilot survey was presented by Misun Hur. The committee proposed an initial distribution to board members for one week. Results of the survey will be reported to the board during the November meeting. Once the survey is finalized there will be online and physical distributions with a deadline of five days. A flyer will be designed by Misun Hur which will include the link to the survey. Board members will be responsible for distributing the flyer throughout their neighborhoods.

**ii. Publicity**

Chairperson Sharon Stang, Lisa Wilbourne, recording secretary and Harry Stubbs met to go over publicity. They worked on one goal, creating a template cover letter to be given to Neighborhood & Homeowners Associations with pertinent information relevant to the new residents in their neighborhood. The committee reviewed the contents of the letter with the board and noted changes. The committee will meet again November 12, revise the letter and bring the final version to the board for approval.

**iii. Symposium**

This committee met in October and selected Blythe Tennent and Caroline Doherty as Co-chairs. Caroline gave the committee report. The Committee proposed two dates (May 3rd and May 17<sup>th</sup>) for the 2014 Imagine! United Neighborhoods Symposium. The board selected May 17<sup>th</sup> with the time frame of 9:00AM to 2:00PM. Harry Stubbs and Vince Bellis suggested inviting someone from FROGGS (Friends of Greenville Greenways) as a possible keynote speaker. The Committee is asking that neighborhood/homeowners associations work on pictures early and forward to Seth via email.

**b. Discussion of "Events" committee - No one signed up for this committee. Chair suggested and Board agreed to remove the events subcommittee from the workplan.**

## V. NEW BUSINESS

### A. Staff Updates/Guest Introductions

1. Trans Jam BMX Festival on November 2<sup>nd</sup> 10:00am to 8:00pm in the Five Points Parking Lot – Everyone is welcome. This event is free to the public.
2. Deadline for Neighborhood Improvement Grant is Friday, November 1. Currently there are three applications. The grant can be used to purchase neighborhood signs in purple and gold.
3. Community Gardens October 19<sup>th</sup>. Open house 10:00am to 1:00pm on 4561 County Home Road. They will be sharing ideas on starting a Community Garden.
4. Tom Weitnauer, Chief Planner introduced himself to the board again and provided a brief background on his planning career.

### B. Member/Liaison Announcements

1. Seth Laughlin and Brenda Diggs will make a presentation to the Community Appearance Commission on behalf of the NAB the first Wednesday in November.
2. Seth thanked the board, the liaisons and all the volunteers for their much appreciated efforts to the NAB. The energy the board has is recognized by the public and city staff.
3. The Jolly Trolley will conduct tours of homes located in and around the downtown area that are decorated for Christmas. Please email Seth Laughlin if your neighborhood is interested in being included on the tour. See Daily Reflector for more information.

### C. Public Comment Period

Chelsea (one of Dr. Hur's students) assisted with last year's symposium and announced to the board that she plans to be a student in planning field.

## VI. ADJOURN

### MOTION TO ADJOURN

Motion: Sharon Stang

Second: Laura McKenna

Having no further business, the meeting adjourned at 8:05PM.

Respectfully submitted,

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Seth Laughlin, Planner II

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