

CENTERVILLE CITY BEAUTIFUL COMMISSION

Meeting Minutes

Tuesday, February 7, 2023

7:00 PM in the Public Works Building

Present: Mary Ann Kabel (Co-Chair), Bob Baldino (Co-Chair), Carol Adams, Sue Jessee, Nancy Dyer, Austin Steinke, Gretchen Franck, Drew Simon (Community Resources Coordinator) and James Freeman (Public Works)

Absent: Sherry Leighty, Debbie Schmidt, Jan Prettyman, and JoAnne Rau (Council Liaison)

Call to Order and Welcome:

- Meeting was called to order at 7:00 PM
- The January 3, 2023 meeting minutes were approved

Announcements:

- Sherry Leighty has resigned for personal reasons
- Zone 4 is now available, zone assignment discussion during the March meeting
- Gretchen Franck was welcomed as the newest CBC member

Old Business:

2023 Spring Seminar

- The seminar is scheduled for April 15, 2023 at Cline Elementary, 10:00 AM until approximately 11:30 AM to allow for Q&A and distribution of the door prizes
- The CBC will need to arrive by 9:00 AM and park in the lot behind Cline Elementary
- Seminar will be recorded by MVCC then promoted and posted on the City's website
- Guest speaker: Pam Corle-Bennett, OSU Extension Horticulture Education. Seminar title: "How to Incorporate Native Plants into your Landscaping"
- Master gardeners attending the seminar can receive one continuing education credit

ACTIONS

Prior to the event

- Bob to call the contact at Cline Elementary to request 4 tables and 4 chairs for registration and door prizes, check on AV requirements: screen, microphone, and projector
- Debbie Schmidt to provide email addresses from previous seminars
- Drew will follow up on promotions:
 - Centerville Town Crier article
 - Event announcement and pre-registration on the city of Centerville website
 - 60 Seconds in Centerville
 - City of Centerville social media outlets
 - Stubbs Park digital sign
 - Sarah Swan to post seminar information on school signs
 - Dayton Daily News ad in March
 - Public Service Announcement (PSA) Lamar electronic billboard by the Dayton Mall
 - WHIO Garden Talk Show advertising
 - Good Day Dayton and Living Dayton – in person highlight
 - Seed packets from Home Depot or Lowe's for each attendee
 - Check to see if signage can be place on Franklin St and Virginia Ave

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- Gift for Pam - City of Centerville blanket, a box of Esther Price and Boston Stoker coffee
- CBC to post flyers at Centerville Florist, Grandma Gardens, Siebenthaler's and locations making donations to the seminar
- Drop off door prizes at the city building or bring them to the March meeting
- Program with QR Code for suggestions, Pam's bio and recognition of business donations

Day of event

- Bob - Signs at the corner of Franklin St and Virginia Ave and Cline Elementary
- Drew - Clickers to count attendees and Farmer's Market information
- Drew – Door prize tickets, pens, plastic risers for door prize
- Drew – Donations poster
- Drew - Registration table a sign-up sheet - attendee's first name, last name email, city and zip
- Jan - laser pointer
- MAK – baskets and index cards
- Bob – water for speakers
- Drew - Bill's Donut holes - 20 dozen plus tongs, plates and napkins
- MAK - introduce the Mayor
- Mayor - welcome and introduce Pam, Council members in attendance and City Beautiful Commission members
- MAK - thank you, closing remarks (comment card and survey for those who share their emails), announce door prize winners ask them to stay in their seats following the drawing and begin pulling door prize tickets
- CBC will distribute door prizes to recipients

After the event

- Drew and MAK -Donation to Master Gardeners Assn and check for Pam's travel expenses
- Drew – post recording from MVCC to city website
- Follow up survey for attendees who shared their email

Door prizes

- The following businesses will be approached for gift cards and gifts for the door prizes:

Burgundy Chic – Mary Ann	Mike's Car Wash – Sue
Skyline Chili – Mary Ann	Bill's Donuts – Sue
Whit's – Austin	Siebenthaler's – Bob
Dorothy Lane Market – Austin	Loose Ends – Bob
Boston Stoker – Debbie	Grandma Gardens – Carol
Centerville Florist – Jan	Ester Price Candy – Nancy
Lock 27 – Jan	Nutmeg Café – Nancy
City BBQ – Sue	

New Business:

Four Corners

- Flower order placed
- The planting date - Saturday, May 20 with a rain date of Sunday, May 21

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- The irrigation system does not need to be replaced.
- Drew will ask Grunder Landscaping and Siebenthaler's to attend our March meeting to present a proposal for perennial flowers
- A motion was made by Bob and seconded by Mary Ann, approved by all; that the weeding and dead heading of roses be outsourced. Drew will go back to the city with that recommendation.

Farmer's Market

- The Farmer's Market will return in May through August at the Activity Park on Saturday mornings from 9:00 AM to 1:00 PM
- Two City Beautiful members host a tent once a month for May, June and July
- Gretchen Franck volunteered to take the lead in getting volunteers and also information to be handed out from the OSU extension office

URBAN FORESTRY UPDATE: James Freeman

- Jotham Smith, a member of public works and certified arborist, will join our commission
- Public Works is currently pruning trees throughout the city
- Planting of a Southern Magnolia in memory of public works employee, Scott Matthews, who recently passed away

MISCELLANEOUS:

- Nancy will provide a photo of the Kettering Community Pride Award Plaque as a design consideration for Centerville businesses
- Requesting CBC attendance on March 27 at 5:30 PM, a meeting for all Board and Commission members in the Police Station Training Room

GOOD of the ORDER: nothing to report

Adjourned at 8:40 PM. Minutes submitted by Sue Jessee.

Next Commission Meeting
Tuesday, March 7, 2023 at 7:00 PM
Public Works Building