

**KEEP DUNCANVILLE BEAUTIFUL BOARD  
REGULAR MEETING  
BRIEFING ROOM, CITY HALL  
203 E. WHEATLAND ROAD  
NOVEMBER 2, 2018 @ 8:30 A.M.**

A meeting of the Keep Duncanville Beautiful Board was held on Friday, November 2, 2018, at 8:30 a.m. with a quorum present to wit:

Bobby Cutler-Hill	Chairperson	Present
Joe Veracruz	Vice Chairperson	Present
Lee Burton	Board Member	Present
Sylvia Clark	Board Member	Present
Julie Lee	Board Member	Present
Barbara McComb	Board Member	Present
Dotti Pennebaker	Board Member	Absent (E)
Margaret Shrum	Board Member	Present
Liz Smith	Board Member	Present
Mary Ann Taylor	Board Member	Present
Timothy Hamilton	Staff Liaison	Present

The meeting convened in the Council Briefing Room and was called to order at 8:35AM by Chair Cutler-Hill.

**Item No. 1 - Public Discussion Period:**

No one was in attendance for public discussion.

**Item No. 2 – Consider approval of minutes of the regular meeting held October 5, 2018:**

Chair Cutler-Hill asked if everyone had had time to read over the October 5, 2018 minutes. A motion was made by board member Shrum to accept the minutes as written; a second was made by board member McComb. A vote was taken with a unanimous approval of 9 for and 0 opposed.

**Item No. 3 – Discuss the regular KDB board meeting time and any options available:**

Vice-Chair Veracruz briefed the board on the questions he received from City Council during his recent board interview. City Council's concern was with the meeting time in the AM when most people are at work, especially in a so-called bedroom community. Vice-Chair Veracruz asked the board to consider a possible change to an evening meeting in light of the perception that this was the desire of the City Council. SL Hamilton expressed his willingness to see the meeting time change to a time not during normal business hours. After some board discussion, a vote was taken resulting in an 8-1 decision in favor of keeping the meeting time of 8:30AM on the first Fridays of the month.

**Item No. 4 – Discuss the Arbor Day event to be held November 3, 2018:**

SL Hamilton shared the details of the Arbor Day event and invited board members to attend. Board members Shrum and Clark indicated that they would be there for varying amounts of time.

**Item No. 5 – Discuss the Toy and Coat Recycling Drive to launch November 5, 2018:**

SL Hamilton shared that the Toy and Coat Recycling Drive would kickoff on November 5, 2018 and conclude December 7, 2018. All boxes and flyers would be available to pickup at the Recreation Center. Assigned pickup locations agreed to in October's meeting were handed out to each board member present.

**Item No. 6 – Discuss the KDB Annual Board Retreat to be held on December 7, 2018:**

SL Hamilton confirmed that the Chamber of Commerce had been reserved December 7, 2018 from 8:00am – 2:30pm for the retreat, Olive Garden would be the lunch, and that former Keep America Beautiful Vice President Cecile Carson would be the retreat facilitator. It was requested by board member Shrum and others that a discussion about the budget, board shirts, the KDB logo, and a recycling products dropoff location be among the topics covered at the retreat.

**Item No. 7 – Nominate Curb Appeal properties for Winter 2018:**

SL Hamilton requested that these be turned in to him by November 5, 2018 so that they could be properly vetted. The winners will be recognized at the December 4, 2018 City Council meeting.

**Item No. 8 – Receive Staff Report/Update:**

SL Hamilton reported that he would be undergoing a medical procedure and be on leave for 3-4 weeks in the month of November. Any toy deliveries would need to be coordinated with the Parks Manager David Codispoti who is covering his absence.

A motion for adjournment was made by board member Clark and seconded by board member Lee. The meeting was adjourned at 9:41 a.m.

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Timothy Hamilton, Staff Liaison

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Bobby Cutler-Hill, Chairperson