

**KEEP DUNCANVILLE BEAUTIFUL BOARD
ANNUAL RETREAT
CHAMBER OF COMMERCE
300 E. WHEATLAND RD.
DECEMBER 7, 2018 @ 8:30 A.M.**

A meeting of the Keep Duncanville Beautiful Board was held on Friday, December 7, 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 Chamber of Commerce and was called to order at 8:41AM 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 November 2, 2018:

Chair Cutler-Hill asked if everyone had had time to read over the November 2, 2018 minutes. A motion was made by board member McComb to accept the minutes as written; a second was made by board member Veracruz. A vote was taken with a unanimous approval of 9 for and 0 opposed.

Item No. 3 – Nominate and elect board chairperson and vice-chairperson:

Chair Cutler-Hill requested nominations for board chairperson and vice-chairperson. Nominations were made for Lee Burton as chairperson and Barbara McComb as vice-chairperson. The nominations passed unanimously 8-0 with the nominees be abstentions on their respective nominations.

Item No. 4 – Conduct Annual Retreat Planning Meeting.:

SL Hamilton shared a brief introduction of the retreat facilitator, Cecile Carson. Then Ms. Carson proceeded to cover our characteristics as board members, affiliate requirements of Keep America Beautiful and Keep Texas Beautiful, strategies to effectively engage the community, how to prioritize based on our mission statement, our

SWOT analysis compiled from a board member survey, and what our priorities could look like based on strategic thinking and use of resources. Ideas were discussed in the areas of Program Review/Governance, Beautification, and Recycling.

Item No. 5 – Receive Staff Report/Update:

There was no update provided.

A motion for adjournment was made by board member Clark and seconded by board member Shrum. The meeting was adjourned at 2:01 p.m.

Timothy Hamilton, Staff Liaison

Lee Burton, Chairperson