

Parks & Recreation Advisory Committee
6-2-14

6:30 pm

Council Chambers

Minutes & General Account

Parks & Recreation Advisory Committee Members Present: Lawrence Straughn, Chair; Lynn Tice, Shanna Moore, Robert Pickett, Al Bartko and Steve Owen

Staff Present: Matthew Johnson & Martha Wolfe

Visitors Present: Carol Brooks of the Jamestown News

1. Call to Order – Lawrence Straughn called the meeting to order.
2. Approval of minutes from the May 5th, 2014 meeting – Robert Pickett made a motion to approve the minutes from the May 5th, 2014 meeting as presented. Al Bartko made a second to the motion. The motion passed by unanimous vote.
3. Time Capsule Project recommendation for the Town Council – Lawrence Straughn stated the Town Council has asked the Parks & Recreation Committee to look at the suggestions and ideas that were brought up in the last meeting regarding the time capsule project. Council requested that the Parks & Recreation Committee put together a recommendation. Straughn would like for the Town/citizens to have a vested interest in this project. He would like through the use of the Town Facebook & Town website to describe the project and ask the public for feedback on what they would like to see in the time capsule. Give 30 days, then from the results gathered, as a group, select the best ideas. He does not feel the Parks & Recreation Committee should come up with the ideas on their own. Wolfe stated we could certainly put the request on the Town website, Facebook and send to the newsletter email list, asking for citizens input as to items to be included in the time capsule. Wolfe stated it would be hard to limit it to Jamestown citizens once it is on social media.

The Committee discussed the time frame and the scope of the project. The Parks & Recreation Committee felt that they could not have a report ready for the June Council meeting, but present at the July Council meeting.

The Committee discussed school contests. It was suggested to send a letter to each Principal, describing the project to them and let the Principal be the one to decide how and what type contest to have at their school. Possibly narrow down to 5th, 8th, and 12th grades. There would be one winner from each school. The winner to be selected by the schools and sent to the Parks & Recreation Committee. The Committee discussed schools to be included should be those schools where citizens within the Jamestown city limits attend: Florence, JES, Millis Rd., JMS, and Ragsdale. Shanna Moore suggested GTCC. Johnson reminded there is limited space in the vault. The Committee felt the elementary schools may be more interested than the High Schools.

Wolfe suggested Staff draft a letter to the Principals of the schools listed. We will email the letter to the Parks & Rec. Members for approval. The Principals are 12 month employees, so the letter can be mailed as soon as it is completed.

The Parks & Recreation Committee discussed how to conduct a lottery for citizens to be selected to enter something in the capsule. First, there should be a form describing the criteria for entering an idea. The form should convey that the entry is limited to a certain size; letter, picture, postcard, envelope, etc. The form should relay the message that one must be creative to think of the smallest item to put in the capsule. The entry form should be mailed to the Parks & Recreation Committee. Each citizen write a description of their idea (in 120 characters or less), also send a picture of the item to be included. The Parks & Recreation Committee will select the winners from the entries received. This will mean that the Parks & Recreation Committee will have some additional meetings/workshops to fulfill this task.

Other suggestions from the Committee:

- Town staff prepare a demographic profile of the Town. Ex: population, average age, salaries, education, nationality, tax basis, etc.
- Create a collage of businesses and historical sites on Main St.
- Mary Browning's books on Jamestown education and history. However, space will be a factor.
- Copies of ads for food, gas and menus from Southern Roots and Perky's
- Copy of Jamestown News
- Picture of Wrenn Miller Park
- Aerial picture of Jamestown Park and Golf Course
- Town map
- Twine from Oakdale Cotton Mill
- Top 10 favorite sports, music, movies & books
- Letter from Mayor & Town Council

Straughn suggested seeking an entry from Jamestown Fire Dept., EMS & Law Enforcement. Certainly these things will be handled differently in 50 years. Other groups were mentioned: Jamestown Civic Groups (Lions, Rotary & Civitans), JBA and Historic Jamestown Society. It was suggested to contact the Jamestown Old School Association to submit an entry to represent the Jamestown Library.

Wolfe recapped from tonight's meeting the following recommendations & tasks to be completed:

- Open the capsule in 50 years
- Staff to draft a letter to school Principals and email to Parks & Rec. Members for approval. Once approved, send to the Principals.
- Recommended date of ceremony for the time capsule burial on the first anniversary of the Wrenn Miller Park - 11-9-14
- Staff to work on an entry form for interested citizens to use when submitting an idea. The form should give the criteria for an entry such as size and description of idea (120 characters or less) and photo. Once the draft entry form is complete, staff will email the draft form to Parks & Rec. Committee Members. Once Parks & Rec. approve the form, post on the Town website, Facebook, email to citizens newsletter data base

A July meeting is necessary. Please plan on attending a July 7th, 2014 meeting. The Council meeting is July 15, 2014. Parks & Rec. will give a presentation then. It would be nice for all of the Parks & Rec. Committee Members to be present at the Council Meeting. Straughn will be out of Town.

Wolfe said if you have any more ideas please send to Chuck, Matt or me.

Wolfe advised the Committee that the Council did approve Dennis Lain, as an alternate member of the Parks & Rec. Committee. If anyone has a nominee for another alternate, please let her know.

4. Discussion of change in meeting time – Straughn said the Guilford County Parks & Rec. Commission recently voted to change their 6:30 pm meeting time to 6:00 pm. This seems to work well for them. Straughn asked if the Parks & Rec. Committee members would like to adjust our meeting time to 6:00 pm.

Robert Pickett made a motion to change the meeting time to 6:00 pm beginning with the July 7th, 2014 meeting. Al Bartko made a second to the motion. The motion passed by unanimous vote.

5. Public Comment Period – There was no one registered to speak.

6. Other Business – There was none.

Steve Owen made a motion to adjourn. Robert Pickett made a second to the motion. The motion passed by unanimous vote. The meeting ended at 7:02 pm.