

Parks & Recreation Advisory Committee Meeting

9-8-14

6:00 pm

Council Chambers

Minutes

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

Staff Present: Matthew Johnson and 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 August 4<sup>th</sup>, 2014 meeting – Charles Dowdy made a motion to approve the minutes as present. Steve Owen made a second to the motion. The motion passed by unanimous vote.
3. Review & approval of Time Capsule entries – Chair Straughn reviewed the entries received to date with the Parks & Recreation Committee for approval and/or comments:

<u>Organization/Individual</u>	<u>Items</u>
1. Jamestown Civitans	Club Roster, fund raising Golf Tournament & Lobster Fest fliers
2. PSFD Action by Parks & Rec.	Motorola pager, PSFD & Jamestown Fire Dept. patch Remove the batteries from pager, leave the charger out Add the two Proclamations the Town presented to Each Fire Department at the Firefighters reception
3. Edward Cordick Action by Parks & Rec.	Piece of Jamestown rifle and bullet casing Approved provided items fit
4. Jamestown Public Library	photo & history of library
5. Jamestown United Methodist Church	History of the Church
6. Jamestown News	2 newspaper issues (one from Nov. 2013 Wrenn Miller Park Dedication and one from issue nearest Time Capsule Ceremony)
7. Shirley de Long	Matted print of Black Lab
8. First Baptist Church of Jamestown	picture detailing First Baptist Church of Jamestown 60 Year history
9. Mary Ann Hodgin	Photo and history of her family
10. The Racket Club of Jamestown	Photo and history of the senior citizen group
11. Jamestown Lions Club	Program book from 40 <sup>th</sup> and final Yesteryear in Motion, A button and plaque
12. Carolyn E. Crist Schwab	Newsletter from Tar Heel Pilgrim, photos of wreath

12. Continued

laying at Guilford Co. Courthouse

The Parks & Recreation Committee discussed this entry which was submitted by Carolyn E. Crist Schwab. This is an out of town entry. The entry includes a newsletter from the Society of Mayflower Decedents in the State of North Carolina. Based on the criteria given for the time capsule entries, the Committee decided to place this entry at the end. They will discuss again after the other entries are reviewed.

13. GTCC

Laminated quick fact sheet

14. Jamestown Post Office

History of Post Office, Rural Carrier Trip Report, stamps

The Parks & Recreation Committee discussed the Rural Carrier Trip Reports submitted. Some members felt a one page summary of this item would be more appropriate instead of the actual report. Straughn asked for a show of hands who is in favor of leaving the Rural Carrier Trip Report in as submitted. The vote was 4 against leaving the report in and 2 in favor of leaving it in. The report was therefore voted out. However, the Committee members asked the Town Clerk to inquire if the Post Mistress could provide a one page summary of this report.

Some members discussed getting a picture of the Foscue house. The Foscue family was the original owners of the land where the Post Office is built. The Town Clerk will research if a picture is available. Dr. John E. & Vera Armfield Foscue 1909-1976. The Post Office building was dedicated in 1977.

15. Ragsdale High School Program

Ragsdale students' music in digital format. Photo of the Band. Per Straughn, the Town Manager is responsible To review any CD for appropriateness of content & Photos.

16. Sabbatical

Photo of musical band & band original set list.

Parks & Rec. placed this entry at the end until other entries were reviewed. This is an out of town entry.

17. Mary Perry Ragsdale YMCA

Reindeer Romp 5K T-Shirt, Magnolia luncheon Invitation

The Town Clerk stated she spoke with the YMCA Director about the availability of space and if the T-shirt would fit. Straughn asked the Town Clerk to suggest that the T-Shirt be vacuum sealed for easier fit and preservation. The entry was approved provided it will fit.

18. Town of Jamestown

Demographics of Town – laminate

19. Town of Jamestown

Photos of current Town Manager. Parks & Rec. Requested all 4 Town Managers be included

20. Town of Jamestown

Photos of Town Hall, Jamestown Parks & Golf Course Wrenn-Miller Park, Fire Station, Main Street view

21. Town of Jamestown

Photos of Administration Dept.

22. Town of Jamestown

Photos of Parks & Rec. Dept. and Golf Course Staff

23. Town of Jamestown

Photos of Public Services Dept.

24. Town of Jamestown

Photos of Planning Board

25. Town of Jamestown

Photos of Parks & Recreation Advisory Committee P & R Committee asked the Town Clerk to include a Brief description of the Committees duties

26. Town of Jamestown	Photos of Mayor & Council, letter from Mayor
27. Jamestown Presbyterian Church	Community event flier, Town Clerk asked for brief History of church
28. Jamestown Rotary Club	Horse Show program, club history, Christmas Parade History and pictures, photo & club roster, Blue Ribbon From horse show, sponsors of Horse Show, newspaper Article
29. Guilford County Sheriff	Patch
30. Oakdale United Methodist Church	Church bulletin and photo of homecoming
31. Emily & Sarah Smith	Ragsdale High School Junior & Freshman photo and Letter to themselves imagine the world in 50 years
32. Haynes Inman Education Center	Yearbook
33. Historic Jamestown Society	Historic Society has committed to entering, but has Not entered anything yet. The Town Clerk spoke with Historic Society. They will submit a photo of the Mendenhall Plantation and the book, "Images of America Oakdale Cotton Mills" written by Mary A. Browning and Patricia M. Koehler, photos of Village Fair days

The Parks & Recreation Committee approved the Historic Society's entry provided it will fit.

Straughn stated we have two entries we need to go back and review. He said judging from the amount of entries and the size of the vault, he feels we will have ample room. He suggested the two out of town entries be approved. However, if we get an influx of in-town entries, the two out of town entries would be excluded due to size limitation.

The Parks & Recreation Committee discussed the entry from Carolyn E. Crist Schwab. The Committee felt the item submitted was not directly related to the Town of Jamestown. Robert Pickett made a motion to not include the items submitted by Carolyn E. Crist Schwab. Shanna Moore made a second to the motion. The motion passed by unanimous vote.

The Parks & Recreation Committee then discussed the items submitted by the musical band "Sabbatical" which is an out of town entry, but the band has been practicing at the Wrenn Miller Park. The Sabbatical entry is a photo of the band practicing at the Wrenn Miller Park and their original set list. Robert Pickett made a motion to include the entry. Shanna Moore made a second to the motion. The motion passed by unanimous vote.

The Committee discussed Oakdale Cotton Mills. The Mill is no longer in operation but it is on the historic registry and still standing. Shanna suggested including as an entry the Oakdale book that Mary Browning wrote. The Town Clerk will ask the Historic Jamestown Society to do this with their entry.

The Parks & Recreation Committee asked the Town Clerk to do the following:

- Take a picture of the JUMC when the pumpkins have arrived
- Speak with Family Services of the Piedmont to include a flier of the Pig Pickin Fundraiser
- Get ads of food & gas
- The History of the Wrenn Miller Park article Town Clerk wrote for the Town newsletter

- The Town Clerk stated the Jamestown Veterans Committee has not submitted an entry at this time.

Lawrence Straughn requested a formal motion for approve of the time capsule entries discussed tonight. Charles Dowdy made a motion to approve the entries discussed with the exception of the one out of town entry voted on separately. Shanna Moore made a second to the motion. The motion passed by unanimous vote.

4. Discussion of Time Capsule Ceremony – The Committee reserved the right to request Sabbatical to play at the ceremony. (Pending hearing their music). We need to be sure their music is appropriate for the ceremony. One suggestion for music was bagpipe music or possibly an acoustical guitar. The date of the ceremony is November 9<sup>th</sup>, 2014. The committee agreed to 3:00 pm for the time. Brief details would be the Mayor & Council attend. The Mayor will read a Proclamation. Parks & Recreation Advisory Committee attend. They will be recognized as the selection committee for the project. The Public Services Dept. and the Town Manager will have the site prepared for the burial of the vault. A Press Release will be prepared and sent to TV, newspaper, etc. The Town Clerk will also prepare a program for the ceremony and an inventory of the items to be included in the capsule.

5. Public Comment Period – None

6. Other business – The Parks & Recreation Committee will meet on October 6<sup>th</sup>, 2014 to finalize entries and ceremony details.

Charles Dowdy made a motion to adjourn. Al Bartko made a second to the motion. The motion passed by unanimous vote.

The meeting adjourned at 7:00 pm.