



# *Annual Meeting Minutes*

## *March 31, 2016*

**Committee Members Present:** Betty Driver, Brenda Proctor, June Smithdeal, and Frieda Speer

**Committee Members Absent:** Barry Bryant, Sandra Bryant, and Betty Salmons

**Staff Present:** Eddie Norman, Perry Williams, Megan Pack, Dina Reavis, and Steve Gardner

The annual meeting of the Hinshaw Garden Committee took place on Thursday, March 31, 2016. The Committee Members met at the Garden at 12:30 p.m. to address the improvements needed in the garden. The meeting recessed at 12:46 p.m. to Third Branch Cafe for the business meeting and lunch.

Town Manager Perry Williams called the business part of the meeting to order at 1:21 p.m.

Ms. Brenda Proctor made a motion to approve the April 1, 2015, minutes as written. Ms. June Smithdeal seconded the motion and passed unanimously. Vote: 4/0

Finance Officer Dina Reavis presented the Committee with the financial report (see attachment #1). Ms. June Smithdeal inquired about Mr. Garner's hourly wage. She and Ms. Proctor praised the service that Mr. Gardner provides at the garden, and noted he should receive an increase in his salary. Ms. June Smithdeal made a motion to increase Mr. Gardner's salary to \$14 an hour effective immediately. Brenda Proctor seconded the motion and passed unanimously. Vote: 4/0

Town Manager Perry Williams opened the floor for new business. Ms. June Smithdeal gave a brief summary on the history of Hinshaw Gardens. Mayor Eddie Norman inquired about the history of the cabin. The cabin belonged to a couple in the Hinshaw family as a starter home. The cabin originated on Center Road and was transported to the garden. Mr. Gardner noted that some of the logs used dated back to the 1840s. Mayor Eddie Norman praised the family legacy; roots and pride portrayed at the garden.

Town Manager, Perry Williams opened the floor up for discussion about the Garden.

Steve Gardner satisfied most of the 2015 "To Do Items" (See 2015 Minutes).

Below are items that the committee members identified as areas that require attention during the coming year:

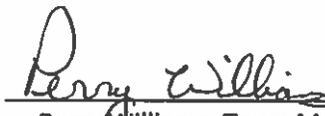
1. Remove the dead dogwood trees and leave ivy.
2. The entry gate bushes need trimming at least half of current size.
3. Plant rose bush in the left urn.
4. Water faucet at left hand side of Garden needs fixing (Town will provide assistance).
5. Water fountain needs sealing and hose fixed.

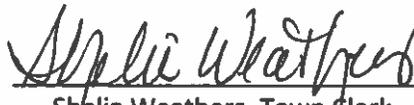
6. Gazebo painted.
7. Installation of new lock on the back door of the cabin (Town will provide the lock).
8. Chalk writing on the cabin needs cleaning off.
9. Check the big tree leaning towards the right hand side of the cabin to see if it needs removing.
10. Replace dogwood in rock garden with a Frazier Fur (evergreen).
11. All white items in the garden need cleaning.
12. All shrubs need trimming.

The members reviewed the committee list for possible changes. The Committee Policy states; if a committee member misses three (3) years, your name would be removed from the committee list. The Committee inquired about the attendance status of Betty Salmons. After some discussion, it was the consensus of the Committee to remove and notified her. The vacant seat was discussed, and Ms. Proctor will contact Ms. Kathy Parks and Ms. Janet Speer, to see if they would be interested in serving.

The committee will meet Thursday, April 20, 2017 for the annual Hinshaw Garden Meeting, 12:30 p.m. at the garden followed by meeting at the Third Branch Café.

Ms. Brenda Proctor made a motion to adjourn at 1:54 p.m. Ms. Frieda Speer seconded the motion and passed unanimously.

  
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Perry Williams, Town Manager

  
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Shelia Weathers, Town Clerk