

Annual Meeting Minutes

Committee Members Present: Barry Bryant, Sandra Bryant, Brenda Proctor and Frieda Speer

Committee Members Absent: Betty Driver, Betty Salmons, June Smithdeal and Lynn Smithdeal

Staff Present: Steve Gardner, Carmen Headen, Christopher Ong, Dina Reavis and Perry Williams

The annual meeting of the Hinshaw Garden Committee was held on Wednesday, April 23, 2014. The Committee Members met at the Garden at 12:30 p.m. to see what improvements need to be made for the coming year. The meeting recessed at 12:50 to Third Branch Cafe for the business meeting and lunch.

Town Manager Christopher Ong called the business part of the meeting to order at 1:28 p.m.

Brenda Proctor made a motion to approve the 04/01/2013 minutes as written. Motion was seconded by Sandra Bryant. All were in favor.

Dina Reavis Finance Officer gave the financial report (see attachment 1).

Christopher Ong Town Manager suggested using the Town Parks digital sign to promote Hinshaw Garden.

Below are items that were identified by the Committee as needing attention during the coming year:

1. Plaque at the Pavilion – see if the wording can be polished or painted so the wording can stand out more.
2. Fill hole at the bridge with rock and dirt.
3. Pressure wash, scrap and paint the Gazebo.
4. Trimming of the bushes on the right-hand side of the garden, near the frogs.
5. Cut the bush in the Azalea bed on the right-hand side of the garden, down from Rebecca.
6. Weed and mulch where needed.

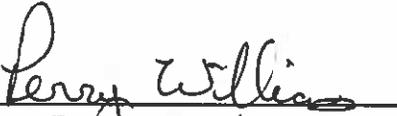
The Committee discussed the issue of the lawn mower. Steve Gardner and Barry Bryant will arrange a time for them to meet and look at the mower and the condition it is in. Barry Bryant asked if the Town could mow and maintain the garden or buy a mower for the garden. Town Manager Christopher Ong replied that he would have to present this to the Board of Commissioners. Steve Gardner made the Committee aware that the current mower is 15 years old and has lost compression. After a long discussion on this issue, it was decided for Steve Gardner and Barry to meet and look at the mower. If they feel that it would be better to purchase a mower, then they will start looking for a new mower. Sandra Bryant made a motion to allow a limit up to \$7500 to be spent out of the Hinshaw Garden Funds to purchase a new mower. Barry Bryant and Steve Garner will have the final discussion on what kind of mower to purchase for the garden.

Steve Gardner will let Carmen Headen know when his 2015 Spring Break is so that the 2015 Hinshaw Garden Committee Annual Meeting can be scheduled.

Town Clerk Carmen Headen asked the committee to review the Committee Listing to note if there were any changes in address, phone or email.

Committee thanked Steve Gardner for all the hard work he continues to put into the garden.

Frieda Spears made a motion for the meeting to adjourn at 2:04 p.m. Motion was seconded by Brenda Proctor. All agreed.


Town Manager/Mayor

Carmen Headen, Town Clerk


Interim Town Clerk