



Graham Appearance Commission Meeting Agenda

January 6th, 2025

6:00pm Graham
City Hall

1. Call Meeting to Order
2. Pledge of Allegiance
3. Invocation
4. Approval of minutes from the December, 2024 meeting
5. **Items of Discussion**

New Business:

5a. 2025 Goals, Ideas, and Calendar

6. City Council Updates
7. Staff Updates
8. Adjournment



MINUTES

Graham Appearance Commission Meeting

December 2nd, 2024

City Hall Council Chambers

In Attendance:

Chair Zipporah Clark Baldwin, Vice Chair Cheryl Ray, Clell Britt, Emily O'Dell and Bernadette Konzelmann.

Staff: Evan Workman

- **Meeting was called to order at 5:57pm by Chair Zipporah Clark Baldwin, followed by the Pledge of Allegiance, and a moment of silence.**
- **Approval of the November, 2024 Meeting Minutes**
 - Vice Chair Ray moved to approve the minutes as presented, Mr. Britt seconded. All voted aye.
- **Downtown Window Decorating Contest**
 - The commission looked through the collection of decorated window and window fronts in the downtown Graham area. They thanked all for their participation and effort to make downtown look great this holiday season.
 - After discussion and voting Chair Clark Baldwin made a motion to give 64 Harvard 1st, Suttons 2nd, and Things Above 3rd. Vice Chair Ray seconded. All voted aye.
- **Residential Appearance Award**
 - Ms. Konzelmann snapped pictures of a few houses that she had noticed around Graham. The commission looked them over and decided to award 301 Banks St the Winter Residential Appearance Award. Motion was made by Chair Clark Baldwin, Emily O'Dell seconded. All voted aye.
- **Council**
 - No one from City Council was present.
- **Staff:**
 - Evan Workman provided the commission with updates regarding the flag project and the coming meetings where he encouraged the commission to think of ideas for 2025.
 - Chair Clark Baldwin took time to thank Evan Workman for the Downtown Fall Decoration efforts and suggested the commission stick to a rigid timeline next

year. She also welcomed Ms. O'Dell to the commission and stated she was happy to see the commission getting stronger.

- **Meeting adjourned**

- Vice Chair Ray motioned for the meeting to be adjourned. Seconded by Mr. Britt. All members voted aye. Meeting adjourned at 6:32pm

Minutes Submitted by Evan Workman

December 3rd, 2024

Appearance/Tree board
Commission Calendar

January

Ideas/goals for new year

February

Arbor Day discussion

March

Arbor day plan
Budget discussion

April

Final arbor day planning
Residential appearance VOTE (Spring)

May

No meeting

June

No meeting

July

Residential appearance VOTE (summer)

August

No meeting

September

No meeting

October

Residential appearance VOTE (Fall)
Fall decorations downtown plan
Business beautification grant

November

Downtown window decoration contest plan
Business beautification grant if needed

December

Downtown window decoration VOTE

Potential Meeting Dates 2025

February 3rd
March 3rd
April 7th
May 5th
June 2nd
July 7th
August 4th
September 1st
October 6th
November 3rd
December 1st

No meetings

May, June, August, September

Carry over ideas from 2024:

- Veteran Banners (Council)
- Litter Clean-up
- Seasonal Decorations