

**MEETING MINUTES
BEAUTIFICATION COMMISSION
CITY OF FARMINGTON HILLS
September 19, 2017 – 7:00 PM
City Hall – Community Room
31555 W. Eleven Mile Road**

**Approved
10/30/2017**

CALLED TO ORDER BY: Co-Chair Carol Posby

MEMBERS PRESENT: Carol Posby, Carol Kurth, Elsie McKeown, Rita Roberts, Betti Pool, Jennifer Chinn and Katherine Massey.

MEMBERS ABSENT: None

OTHERS PRESENT: Charmaine Kettler-Schmult

#	AGENDA ITEM	DISCUSSION SUMMARY/PERTINENT INFORMATION	FORMAL MOTIONS:
3	APPROVAL OF MINUTES:	Minutes of August 15, 2017.	MOTION BY: Rita Roberts SUPPORT BY: Betti Pool Motion to accept the minutes of August 15, 2017, as presented. MOTION CARRIED: 7-0
4	COORESPONDENCE AND ANNOUNCEMENTS:	Charmaine Kettler-Schmult updated the Commissioners present the media coverage of the Fall Plant Swap and newsletters from BCSEM and KMB.	
5	APPROVAL OF AGENDA:	The agenda was accepted as presented.	MOTION BY: Carol Kurth SUPPORT BY: Elsie McKeown Motion to accept the agenda of September 19, 2017, as presented. MOTION CARRIED: 7-0
6	REVIEW OF CALENDAR:	The date of the spring plant swap was added May 19, 2018. The date of the April 2018 meeting was corrected to read April 17. Litter walk and Earth Day events were moved from May to April.	
7A	AGENDA ITEM: Old Business: BC Awards Program Update, Selection of Beautification Commissioners Award, Selection of Chamber of Commerce Award.	Charmaine Kettler-Schmult gave an update on the awards preparations. There has been a difficulty in finding a guest speaker. Several suggestions have not worked out. She asked the Commissioners to consider authorizing staff to pay a small fee. Commissioners discussed many possible speakers for the ceremony and agreed a small fee paid to the speaker would be fine. The letter of commendation text was reviewed and revised. The Chamber of Commerce award and Beautification Commissioners award were selected. The awards presenter will be finalized in October.	MOTION BY: Rita Roberts SUPPORT BY: Betti Pool Motion to authorize staff to expend up to \$125 for a guest speaker to speak at the awards ceremony. MOTION CARRIED: 7-0 MOTION BY: Rita Roberts SUPPORT BY: Katherine Massey Motion to select Attendance on Demand for the Chamber of Commerce award. MOTION CARRIED: 7-0 MOTION BY: Carol Kurth SUPPORT BY: Katherine Massey Motion to select Fairways of

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			Farmington Hills for the Beautification Commissioners award. MOTION CARRIED: 7-0
7B	AGENDA ITEM: Old Business: Fall Plant Swap results	Betti gave the Commissioners a summary of the event. There were approximately twenty people in attendance.	
8A	AGENDA ITEM: New Business: Boards and Commissions meeting with the Mayor	Carol Posby gave a summary of the meeting. Many of the changes discussed are already in place for the Beautification Commission. The number of potential members was reduced but not below the current membership. Bylaws will be updated when the template is forwarded from the City Clerk.	
9.	PUBLIC COMMENTS:	None	
10.	COMMISSIONER COMMENTS:	Katherine Massey mentioned the Blue Star memorial dedication at Heritage Park was a fitting tribute to service members.	
11.	ADJOURNMENT		Meeting adjourned at 8:20 PM.
	MINUTES PREPARED BY	Charmaine Kettler-Schmult, Staff Liaison	