

Vacant, Member
Vacant, Member
Cassi Web, Secretary
Dawn Burkholder, Member



John Thompson, President

Vacant, Member
David Stone, Member
Abigail Mayer, Vice President

**KEEP ROANOKE BEAUTIFUL
MINUTES
SEPTEMBER 6, 2023
5:45 P.M.**

**ROANOKE CITY HALL
1ST FLOOR CONFERENCE ROOM #148
500 S. OAK STREET**

PRESENT: President John Thompson; Vice President Abigail Mayer; Board Members: Cassi Web, Dawn Burkholder, and David Stone.

DEPT. STAFF: Parks and Recreation Director Ray McDonald, Special Events Supervisor Mike Davenport, and Recreation Specialist – Events Collin Knight.

A. CALL CITY COUNCIL TO ORDER

The Keep Roanoke Beautiful board meeting called to order at 5:45 p.m.

B. PUBLIC INPUT

No one wished to speak.

C. APPROVAL OF THE MINUTES

1. Motion made by David Stone second by Dawn Burkholder to approve the minutes from the regular Keep Roanoke Beautiful Board meeting held on August 2, 2023. Motion carried unanimously.

D. NEW BUSINESS

1. Motion made by Dawn Burkholder second by Cassi Web to nominate and elect John Thompson as President. Motion carried unanimously.
2. Motion made by John Thompson second by Cassi Web to nominate and elect Abigail Mayer as Vice President. Motion carried unanimously.
3. Motion made by David Stone second by Dawn Burkholder to nominate and elect Cassi Web as Secretary. Motion carried unanimously.



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4. Discuss Keep Roanoke Beautiful Bylaws, Goals & Objectives and Mission Statement.

Bylaws:

Board member David Stone asked what determined a quorum based on the current by-laws, which state:

SECTION 4. QUORUM

A quorum is a majority of the Governing Committee, being not less than fifty-one percent (51%) (rounded up to the nearest whole number) of the current committee membership count, and shall be present for the conduct of official business. The Act of a majority of the committee or more at a meeting at which a quorum is in attendance shall constitute the act of the committee, unless the act of a greater number is required by these Bylaws, policies/procedures of the committee, bylaws of Keep Texas Beautiful Affiliates, City Council resolution/ordinance, or state law.

Parks and Recreation Director Ray McDonald informed Mr. Stone, as explained by the City Secretary; the quorum is based on the total number of board seats.

Mr. Stone asked if we could get clarification on whether it is based on the total number of seats on the board, or the current number of members on the board, as the bylaws is not clear.

Mr. McDonald stated he would have the City Secretary get clarification.

The Keep Roanoke Beautiful board members discussed and agreed on the following:

New Mission Statement:

Foster resident awareness of the important role each of us plays in preserving the natural beauty of our city while demonstrating environmental stewardship.

Goals

1. Educate - Provide our community with the knowledge and tools needed to develop and maintain a sustainable natural environment.
 2. Beautify - Promote and oversee community projects that will maintain and enhance the natural beauty of Roanoke.
 3. Volunteer - Increase interest and participation in community projects.
 4. Engagement - Coordinate and leverage community resources.
5. Staff update on upcoming events.

Parks and Recreation Director Ray McDonald gave an overview of upcoming events.



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E. ADJOURNMENT

Motion made by Abigail Mayer second by Cassi Web to adjourn the meeting at
6:35 p.m.

Motion carried unanimously.

April S. Hill, Secretary

John Thompson, President