***Pelham Beautification Committee***

***Meeting Notes: September 8, 2016***

***Present and Constituting a Quorum:***

***Committee Members: Maria El-Zeghayar (Chair), Amber Cuthbertson, Greta Hildebrand,***

***Ava Colangelo (MYAC rep.)***

***Town Representatives: Andrea Clemencio***

***Council Representative: Richard Rybiak***

**Regrets: *Kim Holland***

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| I.7:00 pmApproval of Agenda | Approved with number sequencing to amend | ActionsAmber to amend PDF and send to Greta |
| II.Approval of Minutes June 27, 2016 | Minutes for June 27, 2016 Acceptance of minutes moved by AmberSeconded by MariaApproved by the Committee |  |
| III.Beautification Committee’s Amended Terms of Reference**MOTION**To accept Terms of Reference | Amended Terms of Reference were drafted by Richard and Andrea over the summer and sent out to the Beautification Committee for reviewJuly 21, 20161. The Chair of the Beautification Committee is to report back after any project is completed – thus closing the loop
2. Best Practices to be employed – these would be sought beyond our own community
3. Strategic Plans would go to the community before being enacted. This would allow an opportunity for alignment.
4. Council would be advised
5. Projects would be measured and reviewed.
6. Outreach to public requires a budget covering hall rental, food and electronic distribution. $3,000 was suggested for the November, 2016 budget request – to cover the 2017 year.

In the interim, the Beautification Committee needs to address Best Practices from other towns and communities as to effective communication. Three significant means are suggested.Town events for Fall now on website. Motion to accept Terms of Reference moved by MariaSeconded by AvaAll in favour.  | B. Com. to research means of communication |
| IV.New Business | MYAC members to be amended for current year from two to just one. Ava will represent MYAC for the current school year.Nominations for B. Com., Community Awards were skipped this year. | Action noted for current year.  |
| V.Next Meeting Date | October 24, 2016, at 7:00 pm was agreed upon for the next meeting. |  |
| VI.Adjournment | Motion to adjourn by MariaAll in favourMeeting adjourned at 8:30 pm |  |