



# CULTURAL SERVICES, HISTORIC PRESERVATION AND TREE ADVISORY BOARD

## Summary of Actions January 6, 2025

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1. **CALL TO ORDER & PLEDGE OF ALLEGIANCE:** *The meeting was called to order at 5:30 p.m.*
2. **ROLL CALL & DETERMINATION OF QUORUM:** *Three members were present; Ms. Finch and Ms. LaBarre were absent.*
  - A. Oath of Office – *Administered by Ms. Gjessing.*
  - B. Election of Chair – *Ms. Finch was elected to serve as Chair.*
  - C. Election of Vice-Chair – *Ms. Keese was elected to serve as Vice-Chair.*
3. **ADOPTION OF AGENDA:** *Adopted as presented.*
4. **APPROVAL OF THE MINUTES:**
  - A. December 2, 2024 – *Approved as presented.*
5. **REPORT OF STAFF:** *No action(s) taken.*
7. **OLD BUSINESS:** *None.*
6. **NEW BUSINESS:**
  - A. Annual Board Member Training and Form 8-B review. – *No action(s) taken.*
  - B. Proposed budget items for FY 25/26.
    1. Item 1 – Cocoa Bill historic marker – *Board consensus to propose Item 1 for consideration in the FY 25/26 budget.*
    2. Item 2 – Pickleball Court Covers – *Board consensus to propose Item 2 for consideration in the FY 25/26 budget.*
    3. Item 3 – Exterior improvements to Kay & Ayres Davies Lighthouse Park restroom facilities – *The Board recommended staff research materials, costs, and maintenance options, by consensus.*
    4. Item 4 – Kayak staging area at the Jesse Linzy Boat Ramp – *The Board recommended staff research a natural kayak launch and a staging area, by consensus.*
    5. Item 5 – Additional elements in decorating for the holiday season – *The Board recommended staff research the options of purchasing an artificial Christmas tree and hiring an outside consultant to decorate the Town, by consensus.*
    6. Item 6 – Additional fencing at Tiomthy Memorial Pollard Park – *The Board recommended staff research adding additional fencing at Timothy Pollard Memorial Park along the parking lots that abut the large playground as well as placing a gate in the open gap along the shared road of the Park and South Peninsula Drive, by consensus.*

7. Item 7 – Elbers Sunset Park and Wilbur Wetlands signage – *The Board recommended staff research adding signage around the Elbers Sunset Park and Wilbur Wetlands, by consensus.*

C. 2025 Meeting Dates – *The board accepted the proposed meeting date change from September 1, 2025 to September 8, 2025, by consensus.*

**8. PUBLIC PARTICIPATION:** *No action(s) taken.*

**9. BOARD/STAFF DISCUSSION:** *No action(s) taken.*

**10. ADJOURNMENT:** *6:39 p.m.*