

**Town of South Bethany
Community Relations Committee Meeting
Monday, November 21, 2022**

**Due to construction at Town Hall, this meeting was conducted remotely via GoTo Meeting.*

In attendance (via phone): Edie Dondero, Chair; Lisi Biciocchi, Ingrid Moore, Shelly Levey

The meeting was called to order by Ms. Dondero at 1:04pm.

1. Approval of minutes of 10.17.2022

The minutes of the last meeting were approved with no changes.

2. Public Comment

There were no members of the public in attendance.

3. Planning for December 3rd Tree Lighting

Ms. Dondero reviewed the details of the event that have been planned and completed to date. The Committee discussed other details and ideas to be implemented and outstanding tasks to be completed which include offering door prizes, setting out a suggestion box for future CRC events and/or project ideas, securing use of folding chairs from Town Hall, reserving parking spots for exhibitors, and ordering a donor acknowledgment sign for the tree. Ms. Dondero will inquire about the use of chairs, borrow traffic cones from the SBPD, and coordinate with the Town Manger and Public Works Supervisor on ordering and installing a sign. It was decided there was no need to direct or coordinate parking, only to ensure no vehicles park on the pedestrian walkway along Russell Road. Mrs. Biciocchi will inform the musician about the change in location of the event.

Ms. Dondero also reviewed the logistics of the food drive to benefit the Cape Henlopen Food Basket. Donations will be delivered to their Lewes headquarters on Monday, December 5th.

4. Preliminary Planning of Events and Projects for 2023-24

Ms. Dondero informed the Committee that the purpose of the December meeting will be to select the events and projects the Committee wishes to complete in Fiscal Year 2024 (May 1, 2023- April 30, 2024) and propose a budget for each. She will submit the list and the budget request to the Finance Director by the end of December. Ms. Dondero asked the members to begin to brainstorm event and project ideas and submit them to her by email in advance of the December meeting. In preparation of this, she will circulate the present year's list of events/projects and the approved FY2023 budget as well as a list of past

projects completed by the former Community Enhancement Committee. All ideas submitted to her by email will be compiled and shared at the next meeting.

Ms. Dondero also reminded the Committee that in addition to the rescheduled annual bonfire this spring, they previously discussed holding an event on or around Earth Day to replace the summer 2022 event that was cancelled due to storm damage on the beaches. Mrs. Biciocchi reported that Earth Day will be April 22, 2023 and the theme is “Invest in Our Planet.” Mrs. Levey suggested that a tree planting might be considered as there are very few trees in the southern end of town. The Committee agreed to plan details of the event after the new year.

5. Selection of Next Meeting Date

The Committee selected Monday, December 12th at 11am and Tuesday, December 13th at 1pm as preferred dates for the next meeting. Ms. Dondero will check availability with Town staff and confirm the selected date. At Ms. Dondero’s request, members agreed to allot 90 minutes for the meeting.

The meeting was adjourned at 1:53pm.

Minutes approved December 12, 2022