



FOUNDERS DAY COMMISSION REGULAR MEETING
City of Dripping Springs
Council Chambers, 511 Mercer St, Dripping Springs, TX
Monday, May 10, 2021 at 6:30 PM

MINUTES

MEETING SPECIFIC VIDEOCONFERENCE INFORMATION

Join Zoom Meeting

<https://us02web.zoom.us/j/82998748434?pwd=aEtyRklIMkF0Nzk5ZVJDcjdjdiVTB5QT09>

Meeting ID: 829 9874 8434

Passcode: 848962

Dial Toll Free:

877 853 5257 US Toll-free

888 475 4499 US Toll-free

Find your local number: <https://us02web.zoom.us/u/kbdclbmKKX>

Join by Skype for Business: <https://us02web.zoom.us/skype/82998748434>

CALL TO ORDER AND ROLL CALL

Commission Members present were:

Brenda Medcalf, Chair
Jake Adams, Vice Chair
Darrell Debish
Martin Garza
Sharon Goss
Clinton Holtzendorf
Michael Monaghan
Brian Varnell
Susan Warwick
Dee Marsh
Jeff Shindler

Commission Members absent were:

Brian Daniel
Brad Thomas

Staff, Consultants & Appointed/Elected Officials present were:

Parks & Community Services Director Kelly Schmidt
Community Services Coordinator Melanie Blakely

Communications Director Lisa Sullivan
Mayor Pro Tem Taline Manassian

With a quorum of the Commission present, Chair Medcalf called the meeting to order at 6:32 p.m.

A motion was made by Commissioner Debish to excuse tonight's absence of Commissioners Daniel and Thomas. Commissioner Marsh seconded the motion which carried unanimously 10 to 0.

PRESENTATION OF CITIZENS

A member of the public who desires to address the Commission regarding any item on an agenda for an open meeting may do so at presentation of citizens before an item or at a public hearing for an item during the Commission's consideration of that item. Citizens wishing to discuss matters not contained within the current agenda may do so, but only during the time allotted for presentation of citizens. Speakers are allowed two (2) minutes to speak during presentation of citizens or during each public hearing. Speakers may not cede or pool time. Members of the public requiring assistance of a translator will be given twice the amount of time as a member of the public who does not require the assistance of a translator to address the Board. It is the request of the Board that members of the public wishing to speak on item(s) on the agenda with a noticed Public Hearing hold their comments until the item(s) are presented for consideration. Speaker are encouraged to sign in. Anyone may request a copy of the City's policy on presentation of citizens for the City Secretary. By law no action may be taken during Presentation of Citizens.

Guest Hope Boatright introduced herself as a possible future applicant for membership on the Founders Day Commission.

MINUTES

- 1. Discuss and consider approval of the March 8, 2021, Founders Day Commission regular meeting minutes.**

A motion was made by Commissioner Debish to approve the March 8, 2021, Founders Day Commission regular meeting minutes. Commissioner Garza seconded the motion which carried unanimously 10 to 0.

BUSINESS

- 2. Introduction of Community Services Coordinator Melanie Blakely, and overview of the Founders Day Commission.**

Melanie Blakely was introduced to the Commission and Commission members were introduced to her. Commission members described briefly their main role on the Commission.

- 3. Discuss and consider possible action regarding the Social Media Marketing Plan for the Founders Day Festival.**

Communications Director Sullivan is responsible for all social media. Commission members will provide the Saturday Salutes, trivia questions and answers, etc. Content and videos will be placed in the Founders Commission drop box. Plans will be firmed up in the June meeting.

Commission members are solely responsible for the content included in the Social Media Marketing Plan for the Founders Day Festival. In conjunction with the Commission, all content is disseminated/filtered through Communications Director Sullivan.

STANDING COMMITTEE REPORTS

The following reports relate to the administration and planning of the Founders Day Festival. The Commission may provide staff direction; however, no action may be taken.

4. **Arts & Crafts Committee** – No report at this time.
Commissioner Monaghan
5. **Carnival & Food Committee** – No report at this time.
Commissioners Goss and Warwick
6. **Entertainment Committee** – No report at this time.
Commissioners Thomas and Daniel
7. **Parade Committee** – No report at this time.
Commissioners Medcalf and Holtzendorf
8. **Publicity Committee** – No report at this time.
Commissioners Medcalf, Adams, Holtzendorf, Daniel, and Lisa Sullivan
9. **Sanitation Committee**
Commissioner Garza

Commissioner Garza will work with the City to determine the number of hand washing stations required.

10. **Security Committee**
Commissioners Medcalf and Debish

Commissioner Debish has the security scheduled for 2022 Founders Day.

11. **Site Plan Committee**
Commissioners Monaghan and Medcalf

Commissioners Monaghan, Shindler, and Medcalf will revise the site map in late summer/early fall.

12. **Sponsorship & Underwriting Committee**
Commissioners Adams, Debish, Daniel and Marsh, and Maggie Peterson

Sponsorship levels will remain the same.

13. **Traffic & Parking Committee**
Commissioners Medcalf and Debish

Kelly Schmidt will work on getting approval for the Hwy 290 one-lane road closure for the Founders Day parades for the next 5 years.

14. **Volunteer Committee** – No update at this time.

UPCOMING MEETINGS

Founders Day Commission Meetings

June 14, 2021 at 6:30 p.m.

July 12, 2021 at 6:30 p.m.

August 9, 2021 at 6:30 p.m.

City Council Meetings

May 11, 2021 at 6:00 p.m.

May 18, 2021 at 6:00 p.m.

June 8, 2021 at 6:00 p.m.

June 15, 2021 at 6:00 p.m.

The Founders Day Commission will hold a special meeting on Zoom on Monday, May 24, 2021, at 6:30 pm. to finalize the Budget for 2022 Founders Day.

ADJOURN

A motion was made by Commissioner Garza to adjourn the meeting. Commissioner Debish seconded the motion which carried unanimously 10 to 0.

This regular meeting of the Founders Day Commission was adjourned at 7:14 pm.

Susan Warwick

Susan Warwick, Secretary
Founders Day Commission