

**Community Relations Board Minutes
November 8, 2011**

STATE OF TEXAS §

COUNTY OF TARRANT §

TOWN OF PANTEGO §

The Community Relations Board of the Town of Pantego, Texas, met in regular session at 7:00 p.m. in the Council Chamber of Town Hall, 1614 South Bowen Road, Pantego, on the 8th day of November 2011 with the following members present:

Barbara Rogers	Chair
Christi Perez	Vice-Chair
Karen Strzelecki	Treasurer
Ashleigh Miller	Secretary
Terry Bacon	Board Members
Lothar Heller	
Gladys Holamon	
Otis Holamon	
Annie Johnston	
William Nolen	
Stephen Smith	

constituting a quorum. Board members Kaitlin Brewster, Jeanne Griffeth, Thomas Griffith, Glen Paradise, Nic Perez, and Jean Stephens were excused from tonight's meeting. The following staff members were present:

Sean Fox	City Manager
Katy Sutton	Staff Liaison

Also in attendance:

Don Surratt	Council Liaison
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REGULAR SESSION 6:30 P.M.

Chair Barbara Rogers called the meeting to order at 7:00 p.m.

PLEDGE OF ALLEGIANCE

OLD BUSINESS

1. Minutes: October 11, 2011

Chairwoman Rogers moved to approve the Community Relations Board minutes from October 11, 2011. Treasurer Karen Strzelecki seconded the motion.

The vote was as follows:

Ayes: Rogers, Bacon, Heller, Holamon, Holamon, Johnston, Miller, Nolen, Perez, Smith, Strzelecki

Nays:

Abstentions:

Chairwoman Rogers declared the motion passed unanimously.

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2. Unfinished Business for Discussion, Review, and Approval

The Board reviewed the Halloween Carnival. Stephen Smith stated that \$2,218.13 had been spent for the event. The Board discussed that a budget of \$2500 will be needed next year for the event. This amount will be deducted from the current 2010/2011 Fiscal Year Budget.

The Board next discussed the plans for the Candy Train and Tree Lighting event. This will take place on November 26, 2011 at Bicentennial Park. Lothar Heller has volunteered to plan the event. Jim Jeffrey will play Santa. Ashleigh will confirm who will play the elves, and will also rent the costumes. Candy, cookies, and dog biscuits still need to be bought. Karen volunteered for this. It was discussed that Public Works needs to coordinate with the Board for lighting the tree. Police needs to also block off areas for parking. Total estimated expenditures for this event include \$1725.

Karen then discussed budget updates, which included the Halloween Carnival expenditures and the Candy Train/Tree Lighting budget.

NEW BUSINESS

3. Event Chairperson Assignments

The Board discussed upcoming events including Easter and Memorial Day.

The Board next discussed administrative work including writing thank you notes to all vendors and volunteers.

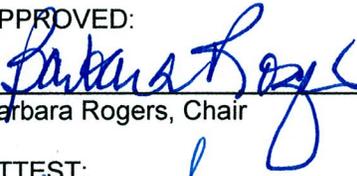
Barbara Rogers then reminded the Board about the Town Holiday Party at Shady Valley Country Club on December 9th.

Lastly, the Board decided that the next meeting will take place on January 3, 2012. There will be no December meeting.

ADJOURNMENT

Chairman Rogers adjourned the regular session at 8:00 p.m.

APPROVED:



Barbara Rogers, Chair

ATTEST:



Katy Sutton, Staff Liaison

