

# DRAFT

## TOWN OF SEABROOK ISLAND

Community Promotion & Engagement Committee

Regular Meeting

May 19, 2022–1:00- 1:55 PM

### MINUTES

Members Present: Patricia Fox, Jean Conyers, Larry Phillips, Kim Westberg

Members Absent: Sharon Carter

Guests Present:

Staff Present: Katharine Watkins

#### CALL TO ORDER

Chairman Patricia Fox called the meeting to order at 1:00 PM. Chairman Fox confirmed with the Town of Seabrook Island Clerk that the requirements of the Freedom of Information Act were fulfilled, and the meeting agenda was properly posted.

#### APPROVAL OF MINUTES

1. Ms. Fox reviewed the minutes. As there was no discussion, Ms. Conyers made a motion to approve the minutes from the meeting of April 17, 2022, which was seconded by Mr. Phillips. The motion for APPROVAL was unanimous.

#### ITEMS FOR INFORMATION / DISCUSSION

1. **Promoting the Community Promotion Grants**

No additional applications were received since the last meeting. It was suggested that a notice of the opportunity to apply for a Community Grant be announced again the Tidelines with a link to the Town website where potential applicants could view the applications that have been funded to date.

2. **Promoting Disaster Awareness Day**

The event is organized by the Town of Kiawah and will be held on Friday, June 17 from 9:30 am to 1:00 pm at Turtle Point on Kiawah lunch at noon. The event will be advertised widely in coordination with Kiawah event notices to maintain consistency. It will be held at Turtle Point on Kiawah. The program for the day includes the following:

9:30 AM - 10 AM

**Registration & Exhibitor Area Open**

10 AM - 10:10 AM

**Welcome Remarks**

10:10 AM - 10:40 AM

**Storm Preparation**

10:40 AM - 10:50 AM

**Break, Prize Drawings & Exhibitor Area Open**

10:50 AM - 11:20 AM

**Communication is Key: Public Information Before, During & After a Disaster**

11:20 AM - 11:30 AM

**Break**

11:30 AM - 12 PM

**Evacuation**

12 PM – 1 PM

**Lunch**

**3. Update Charleston Symphony Orchestra on Seabrook Island**

The date of the Charleston Symphony Orchestra is yet to be decided. The dates under consideration are Sunday, October 16 and Monday, October 10. Councilwoman Fox and Roger Steele are working on finalizing the arrangements.

**4. Update Food Truck and entertainment options for a monthly event June through August**

Following a discussion of information presented by Ms. Watkins regarding guidelines initiated by local communities operating food truck events, the committee agreed to explore the availability of food trucks for monthly events, June-August, at Town Hall beginning the week of June 26. Other items for further discussion included liability concerns, surveying participants for future interests, and possible expansion ideas if the first event is successful.

**5. Holiday Party**

Committee members were asked to consider ideas for the Holiday Party at Town Hall that might focus on a “Toys for Tots” theme with afternoon activities for families as well as an evening event that is more adult oriented. Ms. Fox will gather information from SIPOA and Freshfields regarding their planned holiday events so that the Town event will not be in conflict, but rather coordinated, with other community holiday plans.

**6. Community Information Publication**

The “Who Does What” document is under consideration and will be further discussed at the next meeting.

There being no further business, Mr. Phillips made a motion to adjourn the meeting which was seconded Ms. Conyers. The motion was APPROVED unanimously. The meeting was adjourned at 1:55 PM. The next meeting will be at the Town Hall on June 16, 2022 at 1:00.

Prepared by: Jean Conyers  
Date: May 22, 2022