

TOWN OF SEABROOK ISLAND

Community Promotion & Engagement Committee Regular Meeting
October 20, 2022 – 1:00 PM

Town Hall, Council Chambers
2001 Seabrook Island Road
Seabrook Island, SC 29455



[Watch Live Stream \(YouTube\)](#)

Virtual Participation: Individuals who wish to participate in the meeting via Zoom may call (843) 768-9121 or email kwatkins@townofseabrookisland.org for log-in information prior to the meeting.

AGENDA

CALL TO ORDER

APPROVAL OF MINUTES

1. Regular Meeting: September 15, 2022

NEW BUSINESS ITEMS

1. Community Promotion Grants Applications
 - a. **Seabrook Island Photography Club** [Pages 4-5]
 1. **Amount Requested:** \$500.00
 2. **Purpose:** Purchase equipment for workshops

ITEMS FOR INFORMATION / DISCUSSION

1. Charleston Symphony Orchestra on Seabrook Island - Sunday, October 16
2. Shred Day – Friday, October 21 from 10:00 am to 1:00 pm
3. Holiday Toys-for-Tots Event - TBA

ADJOURN

TOWN OF SEABROOK ISLAND

Community Promotion & Engagement Committee

Regular Meeting

September 15, 2022—1:00 - 2:14 PM

MINUTES

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

Members Absent:

Guests Present: Roger Steel

Staff Present: Joe Cronin, Katharine Watkins

CALL TO ORDER

Chair Councilwoman Fox called the meeting to order at 1:00 PM. Ms. Watkins confirmed 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 Carter made a motion to approve the minutes from the meeting of July 28, 2022, which was seconded by Mr Phillips. The motion for APPROVAL was unanimous.

NEW BUSINESS ITEMS

1. **Community Promotion Grants Applications:** Kiawah – Seabrook Exchange Club Foundation
 - a. **Amount Requested:** \$1,200.00
 - b. **Purpose:** Replace 50 American Flags that are used throughout the year

The committee requested two additional flags to be purchased by the Kiawah—Seabrook Exchange Club to be flown at Seabrook Island Town Hall in addition to current locations. Mr Phillips moved to approve an amended budget of \$1,500 to accommodate this request. The motion was seconded by Ms Westberg and unanimously APPROVED.

ITEMS FOR INFORMATION / DISCUSSION

1. **Charleston Symphony Orchestra on Seabrook Island - Sunday, October 16**

Roger Steel provided an overview of the plans for the October 16, 2022 CSO concert on Seabrook Island beginning at 4:00 PM. Musicians will begin arriving and then transported to the Lake House between 2:00 and 2:30.

2. Update Chow Town Food Truck Rodeo

As a result of the success of the Chow Town Food Truck Rodeo this summer, the rodeo series will continue in 2023 beginning on May 31. The proposed dates for the summer of 2023 are: June 14 & 28, July 12 & 26, August 9 & 23.

3. Update 2023 – Budget Requests

The proposed budget request to the Town Council for 2023 includes a new position for a Director of Communication and Promotion with an additional \$10,000 to support promotion events.

4. Upcoming Events

- a. Shred Day - Fri. October 21 from 10:00 am to 1:00 pm

- b. Holiday Toys-for-Tots Event - TBA

The Holiday Toys-for-Tots Event is planned for the week of December 5. In addition to holiday lighting, Ms Watkins will explore the availability of one or two food trucks and live music. The final date will be selected based on food truck availability.

ADJOURN

There being no further business, Ms Carter made a motion to adjourn the meeting which was seconded by Ms Conyers. The motion was APPROVED unanimously. The meeting was adjourned at 2:14 PM. The next meeting will be at the Town Hall on October 20, 2022 at 1:00.

Prepared by: Jean Conyers
Date: September 18, 2022



Town of Seabrook Island

2001 Seabrook Island Road
Seabrook Island, SC 29455
townofseabrookisland.org

Community Promotion Grant 2022

Contact Us: (843) 768-9121
jcronin@townofseabrookisland.org

The Town of Seabrook Island invites applications from eligible organizations for funding from the Community Promotion Grants program. Community Promotion Grants will be awarded to provide support for programs and activities that are designed to benefit the Town of Seabrook Island by promoting and enhancing community wellness, cultural and historical awareness, environmental and wildlife conservation efforts and economic development; or which improve citizen participation, satisfaction and sense of place. First review of applications will begin on March 1, 2022; however, applications will continue to be accepted until the earlier of October 1, 2022, or until all available funds have been committed.

1 APPLICANT INFORMATION	
Organization Name	
Contact Person	
Mailing Address	
Phone Number	Email Address
Brief description of the organization and its membership	
What is the organization's annual budget?	
Is this organization registered as a non-profit organization under state and/or federal law?	<input type="checkbox"/> Yes <i>If Yes, Tax ID #</i>
	<input type="checkbox"/> No
If this organization is NOT registered as a non-profit organization, please explain how and why the organization operates as a not-for-profit under the grant's eligibility criteria	

2 GRANT AMOUNT	
Amount Requested (Min: \$250.00; Max: \$1,500.00)	

3 PROJECT BUDGET		
In the space below, please provide a detailed budget showing how the requested funds will be spent if awarded:		
Item(s) or Service(s) to be Purchased	Vendor (If Known)	Amount Budgeted
TOTAL		

4 PURPOSE

In the space below, please describe how these funds will be used to benefit the Town of Seabrook Island

5 REIMBURSEMENT

Upon presentation of all required documentation and/or receipts, to whom should the grant check be sent?

Note: All documentation must be submitted to the Town Administrator no later than December 15th of the grant year.

6 CERTIFICATION

I hereby certify that all information contained herein is true and accurate to the best of my knowledge. I certify that I have the authority to submit this application on behalf of the above-named organization. I acknowledge that the Town reserves the right to require additional information and that the submittal of this application is not a guarantee of grant funding. On behalf of the organization, I acknowledge that any awarded funds shall be spent in accordance with all applicable laws and shall conform to the guidelines of the grant program. Furthermore, I acknowledge that the town is not party to nor liable for any dispute associated with the expenditure of awarded funds.

Applicant Signature	
Applicant Printed Name	
Submittal Date	

Please return completed applications to: Town of Seabrook Island
Attn: Town Administrator
2001 Seabrook Island Road
Seabrook Island, SC 29455