

Arts and Beautification Commission

Work Session Minutes

City of Huber Heights

May 19, 2025

I. Call Meeting to Order

Chair Sarah Chapman called the meeting to order at 6:35 pm

II. Roll Call

Present at the meeting: Melissa Gwinn, Greg Fox, Ashley Berg, Sarah Chapman, Cheryl

Brandenburg, and Mason Knickerbocker.

Members Absent: none

Staff Present: Sarah Forsythe, City of Huber Heights.

III. Opening Remarks By The Chairperson

None

IV. Citizen's Comments

None

V. Old Business

- a. Yard Beautification Award Discussion

The nominations are open on Facebook and the city page for the community, and the boards and past nominations are being encouraged to get involved as well. Every nominated property will get a yard sign that indicates the nomination and a voting QR code on a rolling basis. The winners will get a sign that differs from the nominations, including

“winner” and the year. The sign has a 1-inch-thick pole to make it a yard display. If the winner prefers a smaller pole due to any reason, the board will ensure that they get a smaller wire bracket replacement.

b. RFP Vote

The board members agree that the RFP from the last meeting wasn’t exactly what they had envisioned for the outside mural piece. Mrs. Forsythe explains her contact with another artist that had an idea to honor athletes that have come from the Huber Heights area. They hope to see the local artist partner with a company and hear what the community wants out of the piece, then help the board with the design and execution of the piece. The board discussed the location of the mural, including the blank wall at the athletic foundation, which sparked interest from many members of the commission. The Commission passes a vote to invite the additional local artist to a future meeting to continue the conversation and gain further details.

VI. New Business

a. Visioning Work

Using the completed surveys from each of the board members, a vision statement was created using AI as a Tool. Chair Sarah Chapman notes that AI was used here due to the interest of time management. The board then goes into a meaningful discussion and edits the statement in order to make sure it correctly represents the goal of the Arts and Beautification Commission. The board then discusses the form for the shark tank event for the July meeting. The consensus being the form was put together well and outlines ideas for the participants.

b. Shift Sizes/Selection

Mrs. Forsythe introduces the floor to shirt ideas on style, color, fit, etc. The board decides on light blue, with matching women's polos and men's button downs, and some hats.

VII. Additional Business and Announcements

Mrs. Forsythe estimates 16 vendors currently signed up for Star Spangled Heights event. Chair Chapman notes how diverse the vendor selection is and encourages people to continue to sign up, as the closing date is approaching. Mrs. Forsythe answers Cheryl Brandenburg's in that the Farmers market will be closed on June 28th and July 5th.

VIII. Approval of Minutes – Minutes Approved

IX. Upcoming Meetings

June 16th meeting will have a focus on Star-Spangled Heights event planning and possible

RRP representatives. July's meeting will host the Shark Tank event.

X. Tabled Topics

- a. Policy and Procedure

Mrs. Forsythe introduces a handout to grab on the way out if interested. The document outlines details for the Star Spangled Heights volunteers.

XI. Adjournment

The meeting was adjourned at 7:35 pm

Chair Signature: *C. E. Brandenburg* Date: *6/16/2025*

Staff Liaison: *Govt* Date: *6/16/25*

