

Wake Forest Human Relations Council

Minutes
May 24, 2012
7:15 p.m.

Members Present: Claudia Bradley, Roger Rivera, Allyson Rayfield, Henrietta Coursey, and Kevin Jones.

Absent: Alecia DySard, Bill Slater, and Angelo Pettis,

Staff Present: Commissioner Anne Hines, and Tammy Moody

Call to Order: The meeting was called to order at 7:15 p.m. by Chairwoman Henrietta Coursey.

Action: Allyson Rayfield made a motion to accept the minutes of the April 26, 2012 meeting and was seconded by Kevin Jones. The motion carried unanimously.

Items for discussion:

Comments - Meet in the Street – The members that were present thoroughly enjoyed the event and the new location. The new location was more functional, more space and thought that it accommodated more people than in the past and the bookmarks for the kids were a success. Ms. Coursey thanked everyone who participated and noted what a great team effort.

Treasurer Report – Tabled- will report at the June 28, 2012 meeting.

Good Neighbor Day Updates:

Entertainment team - the stage and the disc jockey have been booked. The team is still working on securing the acts and mascots. Allyson Rayfield has been added to help with the entertainment. She will be calling Janis Pettis to confirm that she will sing the National Anthem. Ms. Rayfield will also contact Brian Pate to see if he knows or has any contacts and she will be contacting Albert Barneto from the Coffee Shop and Bob Johnson to see if they know of any entertainers. Claudia Bradley will send the Council an email letting them know who she has contacted, which she mentioned contacting the YWCA to see if their mascot will attend. Chairman Coursey suggested that Ms. Rayfield, Mrs. Bradley and Mr. Pettis get together and report back to the Council. Other entertainment that needs to be taken care of is: face painting and the balloon artist.

Sponsor & Giveaways – Members present were told to use the letter that was provided to them and to contact some of the new company's in town. Chairman Coursey stated that the Council is looking for free gift cards, not BOGO (buy one get one). The magic word is "free".

Food – Vice Chair Roger Rivera has obtained commitment from Texas Roadhouse and Walmart. As far as the bakery and Target, Henrietta Coursey has made contact and will contact them again closer to the event. Bill Slater will get the condiments, and paper products. Council will get ice from the fire department and hopefully be able to borrow any coolers that they may have. Vice Chairman Rivera will also bring some plastic drums to put ice in.

Commissioner Hines stated that Home Depot will be attending again this year.

T-Shirts – Vice Chairman Rivera reported what Bill had emailed and the Council will be updating the order this year with the following:

100 youth x-small, 100 adult small, 100 adult medium, 125 adult large, 125 x-large and 50 2 x-large a total of 600 – The print on the tee shirts will be purple and Target will be added as one of the sponsors since they provide manpower to help set up.

Again the tee shirts and the ticket table should be set up apart from each other to eliminate any confusion and some type of sign noting that the tee shirts are free.

Safety - Allyson Rayfield – will contact EMS, Police, Fire Department, DRC, Parks and Recreation, and Holly Miller to have them to set up a booth. Commissioner Hines said she would contact Mr. McGee for recycling.

Media - Tabled- will report at the June 28, 2012 meeting.

Other Business - Commissioner Hines gave the Council an overview of how the selection process is for new Council Members. The interested candidates will complete an application, the application will be given to the HRC Council for review, the interested candidate will come the HRC meeting and introduce themselves and tell why they are interesting in serving on the HRC. Next, the HRC will send its recommendation for membership to the Board of Commissioners for approval. Members that were present were asked if they knew of anyone that they thought would like to serve on the Council to refer them to the TOWF website for the application and information and to please get the word out that the HRC has an opening.

Suggestions for Council – The only suggestion that was made is to find ways to get all of the members to participate. Commissioner Hines indicated that things are running smoothly and she will ask Mark Williams, Town Manager to come to one of our meetings once we get a full Council back up and running.

With no further business to come before the Council, Allyson Rayfield made a motion, seconded by Kevin Jones to adjourn the meeting at 8:11 p.m.

Respectfully submitted by,

Henrietta Coursey, Chair

Tammy Moody, Staff Liaison

