MINUTES

Rosenwald Community Advisory Board

Thursday, January 11, 2024 - 6:00 PM
Mary C. Jenkins Community & Cultural Center

Members Present:	Pamela Holder, Co-Chair, Council Member Randy Lytle, Co-Chair Gary Daniel, Council Member Victor Foster, Citizen Member Susan Threlkel, Citizen Member Ella Jones, Citizen Member Rebecca Wynn, Citizen Member Mayor Maureen Copelof, Ex-Officio
Staff Present:	Wilson Hooper, City Manager Tyree Griffin, Community Center Director Alex Shepherd, Assistant to the City Manager

A. Welcome & Call to Order

Co-Chair Pamela Holder welcomed everyone and called the meeting to order at 6:00 PM.

B. Invocation

Mr. Foster offered an invocation.

C. Certification of Quorum

Quorum was certified by Assistant to the City Manager Alex Shepherd.

D. Approval of Agenda

Motion by Mr. Daniel, seconded by Ms. Wynn to approve the agenda. The motion carried unanimously.

E. Approval of Minutes

Motion by Mr. Foster, seconded by Ms. Threlkel to approve the minutes of the November 28, 2023 meeting as presented. The motion carried unanimously.

F. MCJCCC Security Measures Update

Mr. Hooper informed the committee to review the security measures policy and to make

comments at the next meeting if there are any. The reason why it took a while to draft was that the City Attorney and I were trying to find an angle to maximize privacy protections in the policy. He mentioned that he wanted to inform the committee that there is no categorical exception for security camera footage from public records requests. We have limited the number of people who have access to the security camera footage to three: Tyree, the Police Chief Tom Jordan, and City Manager Wilson Hooper. Also, included in the policy is that we have set standards for how the security cameras will be placed. Mr. Hooper stated that the cameras will only be placed in public areas of each facility, and we will have signs to display that there are security cameras. He added that we have aligned the retention period of the footage with our records retention policy, which is informed by state law that allows us to delete footage after 30 days unless it's being used in an investigation.

Mr. Lytle asked if someone were to use this room and didn't want the cameras on or did want them on, would they have the flexibility to say yes or no.

Mr. Hooper said as of now they would. However, when this policy goes into effect they will have to always remain on.

Mr. Griffin asked if City Council would need to vote on the rental policy.

Mr. Hooper said that he does not know the answer and would research the question.

G. Juneteenth Celebration Update

Ms. Threlkel reviewed the Juneteenth Celebration schedule and mentioned that they have started a preliminary schedule that would consist of celebrations on the Saturday and Sunday before Juneteenth, with an event planned for the actual day of Juneteenth. The events on Saturday will feature activities for youth, live music, and booths. On Sunday, a joint service will be held followed by the start of a basketball tournament after church.

Mr. Foster mentioned that he has spoken to each pastor to arrange a joint service and ensure our capability to host it. He also noted that the Sunday before Juneteenth is Father's Day, and we are considering organizing a cookout to enhance the festivity for everyone.

Ms. Threlkel suggested having a more serious program on Wednesday, the actual day of Juneteenth, if possible. They hope to find a film or documentary that addresses Juneteenth and plan to set up exhibits and displays at the Mary C. Jenkins Center.

Mr. Griffin reviewed the list that the Juneteenth Planning committee is asking the City of Brevard to help fund. All items on the list are things that the City of Brevard has assisted with in the past. They would need a tent company to provide shelter, police for security, the fire department on standby, food trucks, mobile restrooms, and assistance with advertising.

Mr. Foster added that they also want to secure sponsors to help with deferring costs.

Ms. Wynn inquired if there were going to be any vendors.

Mr. Griffin mentioned that the Board wants to involve local vendors who specialize in crafts, pottery, and similar items.

Ms. Holder inquired about whether the City would be paying for the food or renting the food trucks.

Ms. Threlkel explained that unlike the ice cream truck where the City purchases all the ice cream, they are exploring the possibility of negotiating a set price with the food trucks, but they still need to gather information.

Ms. Wynn asked if booth vendors would be required to pay a fee.

Ms. Threlkel responded that none of those details have been finalized.

Mr. Hooper suggested that for a new event with limited history, it might be better not to charge for vendor booths.

Mr. Foster questioned if they need to file for a permit.

Mr. Griffin confirmed that yes, the Mary C. Jenkins Center would need to file for a permit.

Mr. Hooper added that the event organizers would also need liability insurance. He inquired if the Mary C. Jenkins Board had liability insurance and suggested that if not, the City may need to serve as the insured sponsor.

Ms. Copelof asked if the Wednesday program will be in the evening or during the daytime.

Mr. Lytle responded that it will most likely be in the evening because it's a workday for most people.

Ms. Copelof inquired if the Board has considered involving the Schenck Job Corps kids.

Mr. Foster replied that they can reach out to them.

Mr. Daniel pointed out that the lights on the stage at the center are an issue because they cast shadows on the performers.

Mr. Foster mentioned that he will ask the design and lighting experts at UNC-Asheville for assistance.

H. Set Date for Next Meeting

The next meeting was scheduled for Thursday, February 15, 2024 at 6:00 PM at the Mary C. Jenkins Community & Cultural Center.

I. Adjourn

There being no further business, the meeting was adjourned at 6:38 PM.

X _____
Pamela Holder
Co-Chair

Minutes Approved: March 21, 2024

X _____
Alex Shepherd,
Assistant to the City Manager