

## **VIN/Wayfinding**

**(From or as reviewed by Mark Teague himself)**

(This section will serve as the official notes/minutes of each wayfinding committee meeting and be so noted on our website.)

### ***VIN/Wayfinding Committee Meeting***

- **Date:** November 5, 2014
- **Time:** 1:00p-2:00p
- **Location:** Bechtler House, Rutherfordton, NC
- **Present:** Kristy C., Mark T., Ann H., Dan H., Michelle Y., Michelle W.
- **Absent:** Jeff
- **Meeting called to Order** at 1:00p by J. Mark Teague
- **Motion to approve the agenda:** M. Whitaker
- **Motion** to approve prior minutes: n/a
- **Discussion Points** (Take From Agenda.) Equestrian Center; WMP detailed edits; VIN motion for full board to accept WMP final draft (passed unanimously); Variety of updates and comments regarding marketing and planning (Polk County)
- **Recommendations to the Full Board:** Approval of Wayfinding Master Plan Final Copy
- **Motion to close meeting:** M. Whitaker
- **Meeting closed:**
- 2014-2015 VIN Meeting Schedule - no more VIN meetings in 2014. The next will be on Jan 21 (3<sup>rd</sup> Wed). Each month in 2015 will have a VIN meeting on the 3<sup>rd</sup> Wed except December. The new time is 1:00 p.m. – no longer at 10:00 a.m.

### ***Other Wayfinding Efforts Not Covered in Committee Meeting***

- ❖ **ADMINISTRATIVE:**
  - Reschedule meeting between Mark and Michelle
  - Town of Rutherfordton request for final WMP
  - Monthly invoicing
  - Plan for RCTDA/JMTE New Employee Position
  - Administrative Tasks regarding Trail Initiative meeting (scheduling, minutes, etc.)
  - Emails / phone conversations in reference to funding for Trail plan
  - Mark Teague met with Michelle Whitaker
  - Transcribe VIN meeting minutes
- ❖ **CHERRY BOUNCE TRAIL:**
  - Spoke with M. Yelton regarding Cherry Bounce signs
  - Received quotes for sign fabrication/install
  - Spoke with NCDOT related to encroachment permits
  - Cost estimate implementation
  - Review Cherry Bounce plan with JMTE staff
- ❖ **WAYFINDING MASTER PLAN:**
  - Edit RCTDA Wayfinding Master Plan / Maps
  - Research Polk County's ED Plan and CP for Wayfinding References
  - Edit map key and maps for the WMP
  - Create Grant Funding Chart for the WMP
  - Assemble edited WMP for committee review, 1 color copy plus 4 black and white copies
  - Final Draft presented to board in November
  - Goals for next month: Prepare for upcoming VIN and Trails Initiative meetings in the new year