

**PINETOPS COMMUNITY DEVELOPMENT ADVISORY BOARD
MINUTES**

January 29, 2025

PINETOPS TOWN HALL

101 E Hamlet Street; Pinetops, NC 27864

I. CALL TO ORDER

Meeting was called to order at 6:03pm by Chair, Suzanne Coker Craig.

II. ROLL CALL

Roll was taken by Secretary, Stacey L. Staton.

The following members were in attendance:

Ms. Suzanne Coker Craig, Chair

Ms. Hattie Harris, Vice-Chair

Ms. Stacey L. Staton, Secretary

Mr. Ron Pate, Board Member

Ms. Jennifer Brown, Board Member

Ms. JoAnn Smith, Board Member

The following members were absent:

Mr. Kyle Cecchi

Mr. Patrick Pender

Others present at the meeting were:

Ms. Brenda Harrell, Mayor

Mr. Kendrick Ransome, Commissioner

Mr. Bruce Naegelen, Presenter (NC Department of Commerce)

III. APPROVAL OF MINUTES

Chair Coker Craig asked for a motion to approve the October 23, 2024 Minutes.

A motion was made by Vice-Chair Harris.

Seconded by Ms. Brown.

All voted in favor.

IV. BOARD OF COMMISSIONERS REPORT

Mayor Harrell talked about the Lowes 2025 Home Town Grant Program which will give \$100 million towards community revitalization efforts.

Mayor Harrell asked the Advisory Board to consider nominations for the two upcoming vacancies on the Advisory Board.

V. WORK PLAN REVIEW & FINALIZE APPROVAL

Mr. Naegelen walked the Advisory Board through the work plan review for the Town of Pinetops, making updates as needed to the plan based on input from the members. The Advisory Board took action on the finalized plan.

**A motion was made by Mr. Pate to approve the work plan.
Seconded by Ms. Smith.
All voted in favor.**

Chair Coker Craig planned to present the approved work plan to the Pinetops Board of Commissioners at their February 4, 2025 town hall meeting.

VI. OTHER BUSINESS

The Advisory Board discussed by-laws for member attendance. It was determined a letter needed to be sent to Mr. Patrick Pender regarding his absences from Advisory Board meetings.

Chair Coker Craig asked the members to decide what work plan committee they would like to chair by the February 2025 meeting.

The Advisory Board discussed the Literacy Trail invitation from Edgecombe Memorial Library. The Board will continue with further discussion at a later time.

VII. NEXT MEETING

Chair Coker Craig announced that the next meeting will be February 26, 2025.

VIII. ADJOURNMENT

Chair Coker Craig asked for a motion to adjourn.

A motion was made by Vice-Chair Harris.

Seconded by Ms. Staton.

All voted in favor.

The meeting was adjourned at 7:34pm.

Minutes Approved on _____

Signature of Chair, Suzanne Coker Craig

Signature of Secretary, Stacey L. Staton