

TOWN OF SEABROOK ISLAND

Community Promotion & Engagement Committee Regular Meeting

June 15, 2023 – 1:00 PM

Town Hall, Council Chambers
2001 Seabrook Island Road
Seabrook Island, SC 29455



[Watch Live Stream \(YouTube\)](#)

Virtual Participation: Individuals who wish to participate in the meeting via Zoom may call (843) 768-9121 or email kwatkins@townofseabrookisland.org for log-in information prior to the meeting.

AGENDA

CALL TO ORDER

APPROVAL OF MINUTES

1. Regular Meeting: May 18, 2023

NEW BUSINESS ITEMS

1. 2023 Community Promotion Grants
 - a. **Seabrook Island Artist Guild** [Pages 4-5]
 - **Amount Requested:** \$1,050.00
 - **Purpose:** Guest Artist Demonstrations
 - b. **Seabrook Island Green Space Conservancy (SIGSC)** [Pages 6-7]
 - **Amount Requested:** \$1,262.33
 - **Purpose:** Permanent Conserved Property Signs for Conservancy Lots
 - c. **Kiawah Seabrook Exchange Club Foundation** [Pages 8-9]
 - **Amount Requested:** \$1,500.00
 - **Purpose:** Promotional items for the annual Seabrook Island Bohicket ½ Marathon or 10K Race.

ITEMS FOR INFORMATION / DISCUSSION

1. Communications & Events Manager Robin Ochoa
 - a. Recap of Disaster Awareness Day
 - b. Update Summer Chow Town Events
2. Summer Meeting Schedule
3. Committee Member Comments

ADJOURN

TOWN OF SEABROOK ISLAND

Community Promotion & Engagement Committee Regular Meeting
May 18, 2023

MINUTES

Members Present: Patricia Fox, Jean Conyers, Kim Westberg, Larry Phillips
Members Absent: Sharon Carter
Guests Present: Mike Vinson, Seabrook Island Green Space Conservancy
Bill Nelson, Kiawah Seabrook Exchange Club Foundation
Staff Present: Katharine Watkins, Robin Ochoa

CALL TO ORDER

Chair Councilwoman Fox called the meeting to order at 1:00 PM. Ms. Watkins confirmed that the requirements of the Freedom of Information Act were fulfilled, and the meeting agenda was properly posted.

APPROVAL OF MINUTES

Ms. Fox reviewed the minutes. As there was no discussion, Mr. Phillips made a motion to approve the minutes from the meeting of April 20, 2023, which was seconded by Ms. Conyers. The motion for APPROVAL was unanimous.

NEW BUSINESS ITEMS

1. 2023 Community Promotion Grants

a. Seabrook Island Green Space Conservancy (SIGSC)

- **Amount Requested:** \$1,262.33
- **Purpose:** Permanent Conserved Property Signs for Conservancy Lots

Mr. Vincent presented a brief presentation regarding the request for funds to cover the purchase of permanent signs on the Seabrook Island lots that SIGSC has acquired and turned over to SIPOA. The request was tabled for further discussion at the June meeting pending the review of a resubmitted proposal from the Seabrook Island Artist Guild.

b. Kiawah Seabrook Exchange Club Foundation

- **Amount Requested:** \$1,500.00
- **Purpose:** Promotional items for the annual Seabrook Island Bohicket 1/2 Marathon or 10K Race.

Mr. Nelson presented a brief presentation regarding the request for funds to support the costs of advertising for the annual Seabrook Island/Bohicket Half Marathon/10K race schedule for November 2023. The request was tabled for further discussion at the June meeting pending the review of a resubmitted proposal from the Seabrook Island Artist Guild.

ITEMS FOR INFORMATION / DISCUSSION

1. Communications & Events Manager Robin Ochoa

a. Update Disaster Awareness Day - (June 1st: 10:00 am to 1:00 pm @ SIC Island House)

Ms Ochoa shared an update of the agenda for the annual Disaster Awareness Day.

b. Update Summer Chow Town Events

Ms Ochoa shared an update of the special treats and prizes that will be offered at the first Chow Town event schedule on May 31 to commemorate the anniversary of the incorporation of the Town of Seabrook Island.

c. Update TOSI Social Media Policy

The current draft of the TOSI Social Media Policy was reviewed. Opportunities for improvement and suggestions were offered by the committee.

2. Committee Member Comments

NA

ADJOURN

There being no further business, Ms. Westberg made a motion to adjourn the meeting which was seconded by Mr. Phillips. The motion was APPROVED unanimously. The meeting was adjourned at 2:32 PM. The next meeting will be at the Town Hall on June 15, 2023 at 1:00.

Prepared by: Jean Conyers
Date: May 19, 2023

1:00pm
@ June 15m

RECEIVED
MAY 16 2023
1:00pm K&W



Town of Seabrook Island

2001 Seabrook Island Road
Seabrook Island, SC 29455
townofseabrookisland.org

Community Promotion Grant

2023

Contact Us: (843) 768-9121
kwatkins@townofseabrookisland.org

The Town of Seabrook Island invites applications from eligible organizations for funding from the Community Promotion Grants program. Community Promotion Grants will be awarded to provide support for programs and activities that are designed to benefit the Town of Seabrook Island by promoting and enhancing community wellness, cultural and historical awareness, environmental and wildlife conservation efforts and economic development; or which improve citizen participation, satisfaction and sense of place. Applications will be accepted beginning February 1, 2023, and will continue to be accepted until the earlier of October 1, 2023, or until all available funds have been committed.

1 APPLICANT INFORMATION

Organization Name	Seabrook Island Artist Guild		
Contact Person	Lee Fritz		
Mailing Address	2285 Marsh Hen Drive, Johns Island, SC 29455		
Phone Number	(703) 915-1005	Email Address	leefritz9393@gmail.com
Brief description of the organization and its membership	We are a 501(c)3 non-profit organization with primarily Seabrook Island residents, as well as residents throughout Johns Island. Guest artists present demonstrations at monthly meetings. We invite the entire Seabrook community to our monthly Artist of the Month receptions where they can meet our Artist of the Month. We encourage interest in art and an appreciation of our natural island environment within the community through our monthly meetings, local exhibits, and workshops. We contribute to art programs in local high schools to support our students.		
What is the organization's annual budget?	\$ 4,500.00		
Is this organization registered as a non-profit organization under state and/or federal law?	<input checked="" type="checkbox"/> Yes <i>If Yes, Tax ID # 83-4310116</i>		
	<input type="checkbox"/> No		
If this organization is NOT registered as a non-profit organization, please explain how and why the organization operates as a not-for-profit under the grant's eligibility criteria			

2 GRANT AMOUNT

Amount Requested (Min: \$250.00; Max: \$1,500.00)	\$ 1,050.00
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3 PROJECT BUDGET

In the space below, please provide a detailed budget showing how the requested funds will be spent if awarded:

Item(s) or Service(s) to be Purchased	Vendor (If Known)	Amount Budgeted
Guest Artist Demonstrations; 7 @ \$150	varies	\$ 1,050.00
	TOTAL	\$ 1,050.00

4 PURPOSE

In the space below, please describe how these funds will be used to benefit the Town of Seabrook Island

When we have our guest artists for our monthly meetings, the meetings are advertised and the public is invited. Our Artist of the Month events are advertised and are open to the public. Inviting the entire Seabrook Island population to our events enriches the lives of our public, and helps residents appreciate the beauty of our Seabrook Island Community, drawing residents together with their varied artistic creative skills. Inviting the entire Seabrook Island population to appreciate the many special aspects of our natural island environment, helping them to appreciate the art from our local community, and helping the community to learn about the processes of artistic creativity, are ways we help nurture the creativity of our Island's residents. We have had several people who have come to our events who have subsequently embraced their own creativity and have become members.

5 REIMBURSEMENT


Upon presentation of all required documentation and/or receipts, to whom should the grant check be sent?

Seabrook Island Artist Guild, Lee Fritz, 2285 Marsh Hen Drive

Note: All documentation must be submitted to the Town Clerk no later than December 15th of the grant year.

6 CERTIFICATION

I hereby certify that all information contained herein is true and accurate to the best of my knowledge. I certify that I have the authority to submit this application on behalf of the above-named organization. I acknowledge that the Town reserves the right to require additional information and that the submittal of this application is not a guarantee of grant funding. On behalf of the organization, I acknowledge that any awarded funds shall be spent in accordance with all applicable laws and shall conform to the guidelines of the grant program. Furthermore, I acknowledge that the town is not party to nor liable for any dispute associated with the expenditure of awarded funds.

Applicant Signature	
Applicant Printed Name	Lee Fritz, Treasurer, Seabrook Island Artist Guild
Submittal Date	05/11/23

Please return completed applications to:

Town of Seabrook Island
Attn: Town Clerk
2001 Seabrook Island Road
Seabrook Island, SC 29455

VOTC postponed to June 15th presentation 5/18



Town of Seabrook Island

2001 Seabrook Island Road
 Seabrook Island, SC 29455
townofseabrookisland.org

Community Promotion Grant 2023

RECEIVED
 APR 20 2023

Contact Us: (843) 768-9121
kwatkins@townofseabrookisland.org

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1 APPLICANT INFORMATION	
Organization Name	Seabrook Island Green Space Conservancy (SIGSC)
Contact Person	Meg Carter, President
Mailing Address	130 Gardners Circle, PMB 521 Johns Island, SC 29455
Phone Number	540-597-6314
Email Address	president@sigsc.net
Brief description of the organization and its membership	SIGSC protects land for the benefit of the environment and to create wildlife habitat by facilitating the permanent conservation of Green Space. Thanks to the generosity of our community, we continue to add land, preserving and enhancing the beauty of the island, protecting habitat for the diverse wildlife we all enjoy, and increasing the value of all of our properties.
What is the organization's annual budget?	\$20,000
Is this organization registered as a non-profit organization under state and/or federal law?	<input checked="" type="checkbox"/> Yes <i>If Yes, Tax ID # 57-1090055</i>
	<input type="checkbox"/> No
If this organization is NOT registered as a non-profit organization, please explain how and why the organization operates as a not-for-profit under the grant's eligibility criteria	

2 GRANT AMOUNT	
Amount Requested (Min: \$250.00; Max: \$1,500.00)	\$1262.33

3 PROJECT BUDGET		
In the space below, please provide a detailed budget showing how the requested funds will be spent if awarded:		
Item(s) or Service(s) to be Purchased	Vendor (If Known)	Amount Budgeted
Permanent Conserved Property Signs x 50	SIGN IT QUICK	\$1262.33
TOTAL		\$1262.33

4 PURPOSE

In the space below, please describe how these funds will be used to benefit the Town of Seabrook Island

SIGSC has been granted permission by SIPOA to mark conserved Green Space with permanent signage. The signage is in keeping with the guidelines and standards of the island and will enhance conserved properties by signifying the importance of Green Space, the value of our natural environment and diverse wildlife, and highlighting an important element of livability of Seabrook Island. Thank you for considering funding our grant request to defray the costs of signage.


5 REIMBURSEMENT

Upon presentation of all required documentation and/or receipts, to whom should the grant check be sent? Cathrine Scully, Treasurer, SIGSC

Note: All documentation must be submitted to the Town Clerk no later than December 15th of the grant year.

6 CERTIFICATION

I hereby certify that all information contained herein is true and accurate to the best of my knowledge. I certify that I have the authority to submit this application on behalf of the above-named organization. I acknowledge that the Town reserves the right to require additional information and that the submittal of this application is not a guarantee of grant funding. On behalf of the organization, I acknowledge that any awarded funds shall be spent in accordance with all applicable laws and shall conform to the guidelines of the grant program. Furthermore, I acknowledge that the town is not party to nor liable for any dispute associated with the expenditure of awarded funds.

Applicant Signature	
Applicant Printed Name	Meg Carter
Submittal Date	April 17, 2023

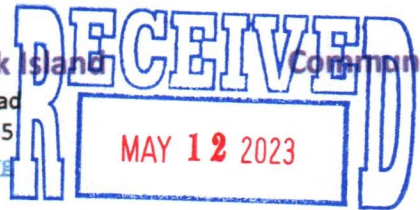
Please return completed applications to:

Town of Seabrook Island
Attn: Town Clerk
2001 Seabrook Island Road
Seabrook Island, SC 29455

Vote postponed to June 15th presentation e 5/18



Town of Seabrook Island
 2001 Seabrook Island Road
 Seabrook Island, SC 29455
townofseabrookisland.org



Community Promotion Grant 2023

Contact Us: (843) 768-9121
kwatkins@townofseabrookisland.org

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1 APPLICANT INFORMATION

Organization Name	Kiawah Seabrook Exchange Club Foundation		
Contact Person	Bill Nelson		
Mailing Address	3758 Beach Court		
Phone Number	203-948-2248	Email Address	
Brief description of the organization and its membership	The Kiawah Seabrook Exchange Club Foundation is the charitable organization used for raising tax free contributions for the the Exchange Club's grant activities and, in this case, to act as one of the sponsors of the annual Seabrook Island Bohicket 1/2 Marathon/10K Race. The Exchange Club has 103 members, over 85 being Seabrook residents with the others being from Kiawah and Johns Islands. The Exchange Club's mission is to raise funds and provide those funds to local charities.		
What is the organization's annual budget?			
Is this organization registered as a non-profit organization under state and/or federal law?	<input checked="" type="checkbox"/> Yes	If Yes, Tax ID #	
	<input type="checkbox"/> No		
If this organization is NOT registered as a non-profit organization, please explain how and why the organization operates as a not-for-profit under the grant's eligibility criteria			

2 GRANT AMOUNT

Amount Requested (Min: \$250.00; Max: \$1,500.00)	\$1500
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3 PROJECT BUDGET

In the space below, please provide a detailed budget showing how the requested funds will be spent if awarded:

Item(s) or Service(s) to be Purchased	Vendor (If Known)	Amount Budgeted
Race Day Promotional Activities	Go Rays Production	\$500
Set up and timing vendor promotional support		
Race registration		
Race Publicity - Signage, Materials, Website	Cellars website promotions	\$1000
	Cellars website promotions	
	Cooper River Run Expo	
	TOTAL	0 \$1500

4 PURPOSE

In the space below, please describe how these funds will be used to benefit the Town of Seabrook Island

Much like the Alan Fleming Tennis Tournament the Annual 1/2 Marathon/10K Race is a significant draw to raising awareness of Seabrook Island for both Charleston County residents and people from across the southeastern states. About 200 of the expected 800 overall participants are from Georgia, North Carolina, and other states in the region. For these people and others from around the Charleston area, the race is a unique opportunity to get a look at our Island and it's recreational and living opportunities. Prior year race participants report a very positive impression of Seabrook Island, the hospitality of it's residents, and the attractiveness of it's community.

As a significant event in the regional race calendar, the Seabrook Island name gets visibility to a young, healthy and energetic group that are an important target audience for our upbeat message. Also, the race attracts many local residents to a well organized sporting event that they can directly participate in as contestant and to motivate them to prepare with the healthy pre training activity that the race encourages.

5 REIMBURSEMENT

Upon presentation of all required documentation and/or receipts, to whom should the grant check be sent?

Bill Nelson, 3758 Beach Court, Seabrook Island, SC 29455

Note: All documentation must be submitted to the Town Clerk no later than December 15th of the grant year.

6 CERTIFICATION

I hereby certify that all information contained herein is true and accurate to the best of my knowledge. I certify that I have the authority to submit this application on behalf of the above-named organization. I acknowledge that the Town reserves the right to require additional information and that the submittal of this application is not a guarantee of grant funding. On behalf of the organization, I acknowledge that any awarded funds shall be spent in accordance with all applicable laws and shall conform to the guidelines of the grant program. Furthermore, I acknowledge that the town is not party to nor liable for any dispute associated with the expenditure of awarded funds.

Applicant Signature



Applicant Printed Name

William Nelson

Submittal Date

May 11, 2023

Please return completed applications to:

Town of Seabrook Island
Attn: Town Clerk
2001 Seabrook Island Road
Seabrook Island, SC 29455