

Jonesborough Flag Committee

Meeting Agenda

10 AM, Flag Committee, Visitor's Center

Monday, May 18, 2026

PUBLIC COMMENTS REGARDING AGENDA ITEMS

Members of the public wishing to speak concerning any item on the agenda during the Public Comment period must sign up by calling the Town Administrative Office at 423-753-1030 with their name, address, and subject about which they wish to speak no later than 2 hours before the meeting if the meeting occurs during normal business hours or by 4:45 p.m. the day of the meeting if the meeting occurs after hours. Otherwise, such member of the public must sign in at the location of the meeting, prior to the beginning of the meeting, by seeing the secretary or staff of any board, commission or committee constituting any other governing body under this resolution.

Each individual shall be given three (3) minutes to address the Board regarding Agenda items. Comments shall be limited to items on the meeting's Agenda

Group photo (try to wear something patriotic/flag) etc

Call to Order: Dana Helvey, Chair

Pledge

Prayer

Introduction of Brandon Robinson: Dana/Jen

Minutes approval (attached)

Financial report: Chris

New/Renewals/Marketing report: Jen

Work party/Installation/maint status: Dana/Chris/Allyson/Rick/Terry

BrightRidge historic pole mapping: Glenn

Flag retirement ceremony status: Ruth

Other discussion of old/new business

Next meeting

Adjournment

Flag Committee Meeting Minutes: **APRIL 24, 2026**

Present: Dana, Jen, Chris, Glenn, Terry, Rick, Allyson, Ruth

FINANCIAL REPORT:

No significant change from last meeting: Year-to-date revenue: \$7077 (as of 3/4/2026).
Expenses year to date: \$3793.

*2 new flag adoptions in April for \$150

NEW FLAG LOCATIONS:

Allyson to speak with Mayor Grandy to inform him that the flag committee recommendation is to install ONLY American Flags in the courthouse parking lot (which is part of the expansion). This program is Adopt an American flag, not a TN flag. The 6 state flags are fine (and beautiful) and will remain around the courthouse.

PRIORITY OF NEW PLACEMENT:

The flag committee will begin installing (when we get the Grandy nod) in the Courthouse Parking Lot, hopefully installed in time for JBO days.

Secondary importance of expansion will be the restroom area of farmers market, library, senior center, N. Cherokee, and McKinney Center. Dana and Chris will do a 'golf cart tour' to determine exact inventory of which poles are able to have flags. This includes which poles can have flags but need allowable tree trimming (we of course won't compromise any tree integrity).

MANPOWER FOR FLAGS:

Dana to speak with Brandon Robinson about joining the committee. Brandon took care of the ladies while Dana was cruising. He did a wonderful job, and we will need the extra manpower when we expand the program. If Brandon wants to be on the committee, we will make that recommendation to the BMA and have him formally appointed.

Committee will speak with Mary Regen from Senior Center about asking people to volunteer there to unfurl the flags when we expand there. They can be called FLAG LEADERS. We can supply them with the flag sticks.

UTILIZING BRIGHTRIDGE POLE MAPPING:

Glenn brought the Brightridge map. We spoke about breaking up the 'map' into zones. Glenn to get the map tailored down to just historical poles only, meaning the ones that are 11feet tall.

Glenn to speak with BR about furnishing/paying for a sticker on back of plaque, since they will need to identify their poles anyway. They can also just donate toward the cost of that

stamping the plaques with identifying info. But we do need to coordinate with BR to identify the poles so we can eliminate the old system of white paint and numbers.

We spoke about pole identification from BR, a vertical plate on the back (yellow or white).

TN FLAG STATUS AND ACTION:

We will be purchasing 12 TN state flags from Grace Alley. They are a bit expensive at \$58.06 per flag, but the quality will get us 2 years (at least) out of them. There are 6 around the courthouse. *Grace Alley gives us a 10% discount, no tax, and free shipping. So the cost will be around \$630.

Ruth to speak with Rebecca about reimbursing the committee for the TN flags. Maybe get her Rusty Crowe and Tim Hicks to split the cost. Rebecca has previously donated the flags, but they are no longer made in the size we need.

MISCELLANEOUS INFO:

Dana has found that just washing the flags in the washing machine gives them new and extended life. We want to always make sure the flags lining Main Street are the 'best and newest' so they will be rotated out and the 'older but still in great shape' flags can be moved to more secondary locations. We are getting so much life out of these flags!

With Grace Alley as a partner, we have saved about \$3000 in flag purchases since these are lasting so long.

Flag Retirement ceremony will be SUNDAY OCTOBER 25th at 2pm. Ruth to speak with the Major to firm up details.

Dana to work on creating a structure chart of flag committee with a breakdown of responsibilities.

Dana/Jen to work on letter of recognition for Grace Alley Flags.

Jen voted in as Vice Chair of Flag Committee.

NEXT FLAG COMMITTEE MEETING: MONDAY MAY 18th 10am. Visitors Center