

Jonesborough Flag Committee

Meeting Agenda

10 AM, Flag Committee, Visitor's Center

Monday, October 26th, 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 Town Recorder at meetings of the Board of Mayor and Aldermen, or 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

1. Call to Order: Dana Helvey, Chair
2. Pledge
3. Prayer
4. Minutes approval (attached)
5. Financial report: Chris Kudera
6. New/Renewals/Marketing report: Jen Richman
7. Work party/Installation/maint status: Dana Helvey/Chris Kudera/Rick Gibson/Terry Countermine
8. BrightRidge historic pole identification discussion:
9. Flag retirement ceremony recap: Ruth Verhegge
10. Other discussion of old/new business

Next meeting

Adjournment

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

Present: Dana Helvey, Jen Richman, Chris Kudera, Terry Countermine, Rick Gibson, Allyson Wilkinson, Ruth Verhegge.

*Dana made motion to approve minutes from the July meeting. Motion Approved.

FINANCIAL REPORT:

Expenditures:

Grace Alley-\$1087.75

Grainger: \$500ish (no PO needed, so under \$500)

Amazon Supplies: \$400ish (no PO needed)

NEW FLAG LOCATIONS:

New Boards have been added to the Library/Sabin locations. Ready to be adopted!

HARDWARE/MATERIALS:

We have 12 remaining pole brackets for 12 more flag locations. Dana estimates we are over 200 flags downtown. No locations yet for those 12 flags.

4 extra boards for North Cherokee Street.

Bubbling Paint issue (on boards): Dana suggested flat paint primer, but Rick said that wouldn't work. Dana instructed Rick to just toss any boards if they don't meet quality control standards.

MAPPING:

Jen completed project to assign 'our' pole numbers to the 'Brightridge' pole numbers. Courthouse locations.

Chris working on mockup for Brightridge pole numbers. Glenn to find out about cost of those plaques, as Brightridge will be paying.

ADOPTIONS/RENEWALS:

July 2026: 7 adoptions, \$950 in renewals. Total revenue \$1475

August 2026 (thus far): 8 adoptions. No renewals due in August. Total revenue: \$600

Revenue \$2075 as of August 24th.

FLAG RETIREMENT CEREMONY:

October 25, 2pm.

Our speaker will be Colonel Dan Bishop.

Invocation: Pastor Rebecca Mattern

Anthem: Bri Keller

Dana will read the flag poem.

Parks and Recreation to provide the kindling wood.

Chris to work on the event program.

Ruth confirmed that state flags burn separately.

Deadline to turn in flags for ceremony is a week prior to event date of Oct 25th.

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MISCELLANEOUS INFO:

Rick on vacation from Sept 2nd through the 9th.

Dana on vacation from Sept 11th through the 22nd.

Chris emailed Glenn regarding an 'incident' report as Rick got injured installing flags.

Kelly Wolfe entered the chat for a few minutes of the meetings and regaled us with a bit of a walk down memory lane about how Ruth started the flag program. She got her dander up when someone suggested they should come down.

NEXT FLAG COMMITTEE MEETING: OCT. 26th, 10am in the Visitor Center Meeting Room.