



Town of North Topsail Beach
Planning Board Regular Meeting
Thursday, April 04, 2024, at 6:00 PM
Town Hall - 2008 Loggerhead Court, North Topsail Beach, NC 28460
(910) 328-1349 | www.northtopsailbeachnc.gov

PRESENT: Hanna McCloud - Chair, Susan Meyer - Vice Chair, Lisa Brown, Terri Ward, Fred Fontana (Alternate - voting), Stu Harness (Alternate – not voting)

ABSENT: Scott Morse

I. CALL TO ORDER

Chair McCloud called the meeting to order at 6:00 p.m.

II. ADOPTION OF AGENDA

Vice Chair Meyer made a motion to adopt the agenda. Ms. Brown seconded the motion. The motion passed unanimously, 5-0.

III. APPROVAL OF MINUTES

Mr. Fontana made a motion to approve the March 7, 2024 minutes. Ms. Ward seconded the motion. The motion passed unanimously, 5-0.

IV. PUBLIC COMMENT

None.

V. DISCUSSION

Planning Director Hill introduced the APA Video Training: Managing the Meeting Presentation for Planning Officials and reviewed the document “Planner’s Guide to Meeting Facilitation.” The Planning Board watched the video and discussed meeting facilitation and management, Robert’s Rules, and participation of the public. The Planning Board members completed and submitted an evaluation sheet.

VI. ADJOURNMENT

Ms. Brown made a motion to adjourn. Vice Chair Meyer seconded the motion. The motion passed unanimously, 5-0.

The Planning Board meeting adjourned at 6:50 p.m.

Approved this 2nd day of May 2024.

Certified this 2nd day of May 2024.

Hanna McCloud, Chair

Kate Winzler, Clerk to the Planning Board