



Hapeville

georgia

CIVILITY PLEDGE

The way we govern ourselves is often as important as the positions we take. Our collective decisions will be better when differing views have had the opportunity to be fully vetted and considered. All people have the right to be treated with respect, courtesy and openness. We value all input. We commit to conduct ourselves at all times with civility and courtesy to each other.

MAIN STREET BOARD

700 Doug Davis Drive
Hapeville, GA 30354

April 9, 2025 6:00 PM

AGENDA

- 1. CALL TO ORDER:**
- 2. ROLL CALL:**
 - Charlotte Rentz
 - Melanie Rabb
 - Susan Bailey
 - Derrick Booker
 - David Burt
 - Lee Duke
 - Lorenne Fey
 - Ellen Free
- 3. APPROVAL OF MINUTES:**
 - 3.I. February 22, 2025
 - 3.II. March 12, 2025
- 4. APPROVAL OF FINANCIAL STATEMENT:**
 - 4.I. March 31, 2025
- 5. OLD BUSINESS:**
 - 5.I. 2024-2025 Workplan
 - 5.II. Butterfly Lantern Parade Recap
 - 5.III. By-Laws
- 6. NEW BUSINESS:**
 - 6.I. Artist Residency
 - 6.II. Gallery Crawls
 - 6.III. Business Survey
- 7. ANNOUNCEMENT(S):**
- 8. PUBLIC COMMENTS:**
- 9. NEXT MEETING:**
 - 9.I. May 14, 2025
- 10. ADJOURN:**

Hapeville Main Street Board of Directors Minutes
February 22, 2025, Annual Retreat

Present: Charlotte Rentz, Susan Bailey, Derrick Booker, Lee Duke, David Burt, Melanie Rabb, Lorene Fey, Nikki Cales

Absent: Ellen Free

Guest: Summer

Main Street Board

- Board members discussed details surrounding appointing new board members for vacant positions. By-Laws need to be revisited.
- Board appointment dates are out of sync and were designed to be staggered. Board members will check their records to find their first appointment was.
- Main Street Manager will review National Main Street guidelines to inquire about board member requirements related to being a business owner or resident.

Current Projects

Art District Signage

- Main Street Manager provided an update regarding the sign. David Burt agrees with Main Street Manager about moving the sign to a different location proposed in the packet. We will set up another meeting with Source Urbanism to discuss placement.
- The board only wants Main Street events and information in the message board of the sign.

Marketing

- Main Street Manager provided an update on Instagram and Facebook pages. The board is interested in starting a TikTok account.
- Creating Main Street merchandise with artwork to sell through a third-party website.
- The board discussed inquiring about the City purchasing the building and lot at 595 N Central to be used as a visitor center/art gallery. Susan Bailey will email Mayor and Council.
- Board discussed options for the butterfly component design that will be included in the Main Street logo.

Butterfly Lantern Parade

- Board discussed having a “Best Lantern” award for the parade with the judges being at the ATL Printmaker’s Studio.
- The board would like to get merchandise to sell at the event.
- Susan Bailey will count how many parking spots are available in the Jess Lucas Park lot.
- Board would like to encourage Corner Tavern to host an after party following the event. Susan Bailey will email owner.

Photobooth

- Will be used in the park for the Butterfly Parade and will be moved to N. Central.
- Interactive art piece on the side of the photobooth for an activity during the parade. Paint by numbers design.
- Board needs to budget for cost of labor for photobooth painting.

Public Art

- Hapeville Art Piece in Arts Alley- Katelin Colburn submitted a design proposal to refurbish the existing piece.
- Artist quoted \$2500 to complete project. Main Street Manager recommends finding grant funding for this project to ensure that our budget entirely is able to fund existing events/programs.

Gallery Crawls/Art Residency

- Main Street Manager provided an update on the program's progress.

Daycare Memorial Plaza

- Board received a \$5,000 grant from Georgia Power. Main Street Manager discussed best use of funds with Source Urbanism and decided that we should rescope the project to lower cost so that we can have more opportunity to secure funding. Possibly constructing the sculpture and a small concrete circle surrounding it with nice landscaping.
- Main Street Manager applied for Lowes Grant for this project.

Visioning Session

Business Support

- Main Street Manager recommends implementing more opportunities for businesses to network and receive resources. The board discussed options and agreed on creating a quarterly Zoom call for Hapeville business owners with resources attached. In person once a year.
- Board would like to create a survey for businesses to see how Main Street can support them and types of resources needed.

Community Engagement

- Main Street Manager suggested hosting a community visioning session for residents and business owners to attend to meet the board and share ideas. Board also discussed creating a survey.
- The Board discussed collaborating with other organizations in Hapeville.

Building/Parcel tracking

- The board discussed ways that we can be more aware of empty buildings with the goal of assisting in recruiting businesses.
- The board discussed the empty buildings and if there are any opportunities to encourage improvements.

Introducing new workplan

- Main Street Manager introduced an updated workplan layout to the board. The board is open to moving forward with this new layout.

Next Meeting

- **March 8, 22, 2025 at 6:00 pm.**

Charlotte C. Rentz, President

Nikki Cales, Secretary

Hapeville Main Street Board of Directors Meeting
March 8, 2025, at 6:00 PM

Present: Charlotte Rentz, Susan Bailey, Lee Duke, David Burt, Ellen Free, Derrick Booker, Lorene Fey, Nikki Cales

Absent: Melanie Rabb

Guest: Paul Sorohan

Call to Order

- Charlotte Rentz called the meeting to order at 6:08 PM and welcomed all Board members and guests.

Roll Call

Charlotte Rentz- *Present*

Susan Bailey- *Present*

Derrick Booker- *Present*

David Burt- *Present*

Lee Duke- *Present*

Lorene Fey- *Present*

Ellen Free- *Present*

Melanie Rabb- *Absent*

Vacant

Approval of Minutes

- **A motion was made by David Burt to approve the January 8, 2025 minutes with the correction made to who was in attendance. Susan Bailey seconded the motion. Carried 6-0 Abstained.**

Approval of Financial Statements

- **A motion was made by Susan Bailey and seconded by Lee Duke to approve the Financial Statement for the period ending January 31, 2025 and February 29, 2025. All Approved.**

OLD BUSINESS:

2024-2025 Workplan

- Main Street Manager provided suggestions for how the Board could allocate the remaining funds.
- David Burt recommended to increase budget for Gallery Crawls to \$5,000.
- David Burt reminded the board that the sculpture in Samuel Hape Plaza needs to be repaired.

- The Board is interested in improving Art Containers. David Burt will send the agreement stating that the City of Hapeville is responsible for the building's upkeep.

A motion was made by David Burt and seconded by Susan Bailey to approve the expenses and categories as suggested by Nikki Cales. All approved.

Butterfly Lantern Parade

- Susan Bailey will deliver letters to businesses informing them about the parade route.
- Nikki Cales will connect Mayor Hallman and Chantelle Rytter to discuss parade take off speech.
- We want to encourage participants to come back to the park following the parade for a jam session and to hopefully patron the vendors. The board suggests heavily promoting it and giving out free commemorative magnets to those who return. 500 magnets suggested.
- Nikki Cales will order a Main Street table cloth with the selected logo for the parade.
- The board will need to create a gift basket for the winner of the best parade lantern.
- Nikki Cales provided an update on the photobooth, volunteers, and sponsors.
- Board placement for butterfly parade-
 - Parade Wranglers Lead- Derrick Booker
 - Creation Station- David Burt, Lee Duke
 - Main Street Booth- Charlotte Rentz, Ellen Free, Derrick Booker, Lorene Fey
 - Parking- Susan Bailey

A motion was made by David Burt and seconded by Lee Duke to approve the design proposal from Katelin Colburn for the photobooth. All approved.

Art District Sign

- The board would like to move the location to the board's selected spot and suggest no new rendering is needed.

NEW BUSINESS:

TPD Spending Regulations

- Susan Bailey suggested to include this information so that the Board is aware of what TPD funds can be allocated for.

By-Laws

A motion was made by David Burt and seconded by Lee Duke that the board updates the By-Laws to state "A member specifically appointed to handle social media may or may not be a local resident or local business owner. All approved. Carried.

A motion was made by David Burt and seconded by Ellen Free that the By-Laws are updated to state "The Main Street Board requests that all potential board members

volunteer for six months before being considered for board membership. All approved. Carried.

Next Meeting – Main Street Retreat

- **April 9, 2025**

Announcements

- Main Street Manager announcements
 - Ribbon Cutting for WM Events on March 25.

Public Comments

None.

Adjourn

A motion was made by Ellen Free and seconded by Lee Duke to adjourn March 8, 2025 meeting. All approved. The meeting was adjourned at 7:42 pm.

Charlotte C. Rentz, President

Nikki Cales, Secretary

CITY OF HAPEVILLE
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: MARCH 31ST, 2025

100-GENERAL FUND
DEPARTMENT - MAIN STREET

% OF YEAR COMPLETED: 50.00

DEPARTMENTAL EXPENDITURES	ORIGINAL BUDGET	CURRENT BUDGET	BEGINNING BALANCE	CURRENT MONTH	CURRENT BALANCE	BUDGET BALANCE	% OF BUDGET
<u>PERSONNEL SERVICES</u>							
100-5-7550-511400 Vacation	0.00	0.00	0.00	0.00	0.00	0.00	0.00
100-5-7550-511500 Sick	0.00	0.00	0.00	0.00	0.00	0.00	0.00
100-5-7550-511600 Holiday	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL PERSONNEL SERVICES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<u>CONTRACTED SERVICES</u>							
100-5-7550-521200 Professional	0.00	0.00	0.00	0.00	0.00	0.00	0.00
100-5-7550-521300 LCI Grant Expenses	0.00	0.00	0.00	0.00	0.00	0.00	0.00
100-5-7550-521309 Art Grant-Fulton Count	0.00	0.00	0.00	0.00	0.00	0.00	0.00
100-5-7550-521400 GM Grant Exp-Main Stre	50,000.00	27,000.00	0.00	23,000.00	23,000.00	4,000.00	85.19
100-5-7550-522000 Festivals	35,000.00	36,000.00	16,545.27	9,204.11	25,749.38	10,250.62	71.53
100-5-7550-522100 ARC - Sharing Our Stor	0.00	0.00	0.00	0.00	0.00	0.00	0.00
100-5-7550-523200 Communications	0.00	0.00	0.00	0.00	0.00	0.00	0.00
100-5-7550-523300 Advertising	2,000.00	2,000.00	0.00	0.00	0.00	2,000.00	0.00
100-5-7550-523400 Printing & Binding	1,000.00	0.00	0.00	0.00	0.00	0.00	0.00
100-5-7550-523500 Travel	2,000.00	2,000.00	0.00	0.00	0.00	2,000.00	0.00
100-5-7550-523600 Dues & Fees	600.00	1,000.00	1,305.00	0.00	1,305.00	305.00	130.50
100-5-7550-523700 Education & Training	1,000.00	1,000.00	0.00	0.00	0.00	1,000.00	0.00
100-5-7550-523850 Contract Labor	2,000.00	2,000.00	0.00	0.00	0.00	2,000.00	0.00
TOTAL CONTRACTED SERVICES	93,600.00	71,000.00	17,850.27	32,204.11	50,054.38	20,945.62	70.50
<u>SUPPLIES & MINOR EQPT</u>							
100-5-7550-531100 Supplies	1,500.00	1,800.00	297.81	220.99	518.80	1,281.20	28.82
100-5-7550-531400 Books & Periodicals	0.00	0.00	0.00	0.00	0.00	0.00	0.00
100-5-7550-531600 Small Equipment<5000	0.00	0.00	0.00	0.00	0.00	0.00	0.00
100-5-7550-531700 Other Supplies	300.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL SUPPLIES & MINOR EQPT	1,800.00	1,800.00	297.81	220.99	518.80	1,281.20	28.82
<u>CAPITAL OUTLAYS > \$5000</u>							
100-5-7550-541200 Site Improvements	10,000.00	10,000.00	1,268.75	0.00	1,268.75	8,731.25	12.69
100-5-7550-542300 Furniture & Fixtures	0.00	0.00	0.00	0.00	0.00	0.00	0.00
100-5-7550-542400 Computers	0.00	0.00	0.00	0.00	0.00	0.00	0.00
100-5-7550-542410 Technology	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL CAPITAL OUTLAYS > \$5000	10,000.00	10,000.00	1,268.75	0.00	1,268.75	8,731.25	12.69
<u>OTHER COSTS (NOC)</u>							
100-5-7550-579000 Contingencies	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL OTHER COSTS (NOC)	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL MAIN STREET	105,400.00	82,800.00	19,416.83	32,425.10	51,841.93	30,958.07	62.61
TOTAL EXPENDITURES	105,400.00	82,800.00	19,416.83	32,425.10	51,841.93	30,958.07	62.61
REVENUES OVER/(UNDER) EXPENSES	(105,400.00)	(82,800.00)	(19,416.83)	(32,425.10)	(51,841.93)	(30,958.07)	62.61

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O
1	2024/2025 Main Street Workplan														
2	As of 2/21/25														
3															
4															
5	ARTS/EVENTS														
6	Notes:		Butterfly Parade				Free Art Hapeville				Artist Residency				Gallery Crawls
7		\$368.12	DJ Deposit		\$7500 budgeted	\$206.00	Bunny Porsche Art							\$925.00	Shutter Fest music
8		\$60.00	Lantern Kits from '24			\$1,000.00	Deposit- TinType photos								
9		\$7,275.00	C. Rytter Deposit			\$500.00	artist payment								
10		\$140.84	flyers			\$500.00	artist payment								
11		\$388.12	Final payment for DJ			\$500.00	artist payment								
12		\$7,275.00	final payment C. Rytter			\$500.00	artist payment								
13		\$330.00	Face painting												
14	12 payments made	\$530.00	Stilt walker (330, then 200)			\$94.50	Signs/flyers								
15		\$120.95	Creation Station Supplies			\$420.00	Poetry on spot								
16		\$235.41	Creation station supplies			\$257.15	Free Side ATL								
17		\$69.90	creation station supplies			\$1,250.00	TinType Balance								
18		\$32	bubbles			\$300.00	Music								
19		\$337.63	posters & Banner			\$515.00	artist payment								
20		\$76.50	vendor credit (Fatima)			\$500.00	artist payment								
21		\$100.00	vendor credit (brass tap)			\$488.00	Bags - Steve Ragsdale								
22		\$155.51	comemorative magnets			\$51.32	Melanie reimbursement								
23		\$119.99	tent weights												
24		\$68.46	hula hoops												
25		-\$3.58	shipping credit												
26		\$212.49	butterfly photo prop												
27		\$76.50	vendor credit (Jennifer)												
28		\$207.00	parking signs												
29		\$987.50	Market Hugs payment												
30		\$5,000.00	resside butterfly art												
31	Total spent	\$17,913.17				\$7,561.97	Remaining:		\$700.00	Artist Stipend				\$925.00	Remaining:
32	Total Allocated	\$22,500.00				\$7,561.97	Remaining:	\$3,640.00	\$700.00	Artist Stipend				\$5,000.00	\$4,075.00
33															
34															
35	PUBLIC ART /														
36	BEAUTIFICATION														
37	Notes:		Butterfly installations				Hapeville Piece (AA)				Art Containers				Landscaping
38		\$400 motioned for restoration of chapman BF													
39		\$50.20	Yard Signs - Launch											\$1,268.75	Sam Hape Plaza
40		\$14.82	Poster - Launch		\$2500 quoted									\$1,268.75	Remaining:
41		\$63.60	Plaques											\$1,268.75	Remaining:
42															
43															
44															
45															
46															
47															
48															
49															
50															
51															
52															
53	Total Spent	\$628.62	Remaining:			\$0.00	Remaining:	\$3,500.00	\$0.00	Artist Stipend				\$0.00	Remaining:
54	Total Allocated	\$600.00	Remaining:			\$0.00	Remaining:	\$3,500.00	\$0.00	Artist Stipend				\$5,000.00	Remaining:
55															

A	B	C	D	E	F	G	H	I	J	K	L	M	N	O
56						*Katelyn Colburn quote + supplies				*landscaping, new doors, keyless entry security system, install message boards				*Artist Payment + supplies
57														
58														
59	BRANDING													
60	Notes:													
61		Merch		ADMIN/MISC										
		\$220.99 table cloth		Notes:										
62				Motion made										
63				1/8/25										
64														
65														
66														
67														
68														
69														
70														
71														
72														
73														
74														
75														
76														
77	Total Spent	\$220.99	Remaining:											
78	Total Allocated	\$230.00	\$9.01	Total Spent	\$703.43	Remaining:	\$25.00	Total Spent	\$0.00	Remaining:	\$100.00			
79				Total Allocated	\$728.43			Total Allocated	\$100.00					
80														
81														
82	GRANTS													
83	Notes:													
	\$17,260 budget adjustment approved by council													
84														
85														
86														
87														
88														
89														
90														
91														
92														
93														
94														
95														
96	\$6,500.00													
97	\$22,760.00													
98														
99														
100	Total Spent	\$57,380.00	Remaining:											
101	Grant Amount	\$67,260.00	\$9,880.00	Total Spent	\$5,000.00	Remaining:		Grant Amount						
102														



BYLAWS FOR THE CITY OF HAPEVILLE, GEORGIA MAIN STREET PROGRAM

Adopted July 20, 2004

Amended July 18, 2005, September 19, 2005, January 26, 2009, December 27, 2017, August 22, 2018, December 11, 2019, and March 11, 2020, May 13, 2020, March 12, 2025.

Hapeville Main Street Board of Directors Mission Statement:

“The mission of the Hapeville Main Street Program is to promote, facilitate, enhance and encourage quality growth and development in Downtown Hapeville while preserving the City’s historic character and supporting a vibrant arts district.”

Hapeville Main Street Board of Directors Vision Statement:

“To support local business owners to create a vibrant downtown cultural arts district while preserving the community’s history in order to provide an exceptional quality of life for citizens and guests of Hapeville.”

Hapeville Main Street Board of Directors Goals and Objectives:

1. The Main Street Board of Directors will promote the downtown area.
 - a. Increase the number and quality of promotional material and events.
 - b. Solicit media coverage for the downtown area.
2. The Main Street Board of Directors will enhance the attractiveness of the downtown area.
 - a. Encourage historic building rehabilitations and façade improvements.
 - b. Increase downtown signage and landscaping.
3. The Main Street Board of Directors will support the economic restructuring in the downtown.
 - a. Launch an effective business recruitment and retention strategy.

ARTICLE I

Formation of Board

Section 1. Creation/Sponsors – These bylaws are instituted for the City of Hapeville’s local Main Street Program Board hence referred to as the Hapeville Main Street Board of Directors. These bylaws are the initial instrument in the organization and development of the Hapeville Main Street Program. These bylaws are derived from the Georgia Department of Community Affairs’ Office of Downtown Development’s Main Street Program suggestions for a local Main Street Board that reports to City Council.

Section 2. Purpose - The purposes for the Program are to stimulate downtown/neighborhood business district revitalization in Hapeville through organization (using the Community Transformative Strategies), economic vitality (encouraging cooperation and building leadership in the business community), promotion (creating a positive downtown image for living, shopping, and investing), and design (improving downtown appearance).

Section 3. Program Area - The Program area shall be that the geographic area indicated on the attached map [Exhibit A].

ARTICLE II

Board of Directors

Section 1. Number, Selection, Term - The Hapeville Main Street Board of Directors shall consist of nine (9) members, with three (3) members serving the following officer positions: President, Vice President, Treasurer and Secretary. Each member shall serve a three (3) year term. The Board shall have a minimum of five (5) members at all times. Upon expiration of the three (3) year term, a member may immediately re-apply and be re-appointed as a member of the Board.

Officers, President, Vice President, and Treasurer and Secretary shall serve a one-year term in those positions. Terms for all members and officers shall run January to January. All Board officers shall be required to attend Main Street 101 Training within their first year of service as an officer. It is required that all Board members attend training during their first year of service.

It is desirable that any President serve as a Board member for a minimum of one year prior to taking office. However, in the event no candidate can be found with that experience, the Board may elect a President who has served as a Board member for at least six (6) months and who has formal training in at least one Main Street Program seminar, and at least one of the following:

1. At least one year of active service as a Main Street volunteer,
2. At least one year of service as a member of the Hapeville Development Authority, -
3. At least one year of service as an elected City Council member; or
4. Previous fiscal and/or managerial experience.

Section 2. Qualifications of Board Members - Persons selected for appointment to the Board by Board members shall have interests and/or experience in economic revitalization of downtown areas or in historic preservation and be willing to actively participate. New Board members must be an owner or employee of business located in the Main Street district or a resident of Hapeville who has lived in the City for at least the prior six months.

Section 3. Board Authority - The Board's function is to provide leadership, advice and guidance to the City Council, the Development Authority, the local Main Street Manager, his/her staff and designated committee volunteers.

The Board must formulate an annual work plan and budget. Budgetary funding must consist of funding from the City Council, fundraising efforts, in-kind donations and other sources.

Section 4. Removal and Vacancy - If a vacancy occurs in the Board (other than a vacancy resulting from the normal expiration of a term of office) by death, resignation, removal or incapacity, the President of the Board, within six (6) months shall appoint a new member to fill the vacancy pending the approval by a majority of the existing Board. Any officer or Board member may be removed from his or her position by a two-thirds majority vote of the Board. Board members absent for three or more regular Board meetings in a calendar year, without reasonable excuse, shall be removed from the Board, effective the date of the next Regular Board meeting. The validity of the excuses shall be determined by a majority of the Board.

Section 5. Officer Elections - The officers of the Board shall be selected by Board members and appointed at the annual meeting. Officers shall consist of a:

1. President, whose duties include chairing all meetings of the Board, acting as a representative of the Board in functions requiring representation, and acting as a liaison with the Main Street Manager in facilitating the goals of the Program
2. Vice President, who shall assume all duties outlined for the President in his/her absence
3. Treasurer, who shall keep record of all income and expenses for the Main Street budget. Under the City Manager, the current Main Street Manager may serve as Treasurer. The Treasurer can be a non-voting member of the Board and may not be counted towards the presence of a quorum
4. Secretary, whose duties include recording the minutes at meetings of the Board, presenting said minutes to the President for review and acceptance by the Board, and maintaining Program records that result from Board meetings. The current Main Street Manager may serve as Secretary. The Secretary can be a non-voting member of the Board and may not be counted towards the presence of a quorum.

Section 6. Committees - The Board may, from time to time, create such ad hoc committees as are necessary to fulfill its functions in carrying out the purposes of the Program.

ARTICLE III

ADVISORY BOARD MEETINGS

Section 1. Annual Meeting - An annual meeting of the Board shall be held in each calendar year at such time and place as may be determined by the Main Street Manager and the President of the Board, for the purposes of electing officers. An annual meeting shall be considered a regular meeting.

Section 2. Regular Meetings - Regular meetings of the Board shall be held in accordance with State standards.

Section 3. Special Meetings - The Main Street Manager, President of the Board, or at least two members of the Board may call a special meeting of the Board.

Section 4. Quorum - A majority of the members of the Board shall be required in order to transact business. If a quorum is not present at any meeting of the Board, a majority of the members entitled to vote that are present shall adjourn the meeting until a quorum shall be present. The Treasurer shall not be counted towards the presence of a quorum.

Section 5. Notice - Written or electronic notice of every meeting of the Board stating the place, date, and hour of the meeting shall be given either personally or by mail/email to each member not less than seven (7) days before the date of the meeting. Attendance of a member at a meeting shall constitute a waiver of notice of such meeting and of all objections to the place, date, or hour of meeting, except when a member attends the meeting solely for the purpose of stating, at the beginning of the meeting, any such objection to the transaction of any business. Meetings and actions of the Board shall be fully subject to the provisions of the Georgia Open Records Act and public notice of meetings will be issued in a timely manner. Other interested parties shall be given such notice of meetings as the Main Street Manager and the Board shall deem appropriate.

Section 6. Voting - When a quorum is present at any meeting, the vote of a majority of the members present decides any question brought before such meeting, unless the question is one upon which the express provisions of law or these Bylaws require a different vote, in which case such express provisions shall govern and control. Each Board member shall at every meeting of the Board be entitled to one vote, except for the Treasurer who shall serve as a non-voting member of the Board.

ARTICLE IV

Conflict of Interest

Conflict of interest is a situation in which a person is in a position to derive direct financial benefit from actions or decisions made in their official capacity.

Section 1. Board members shall not use their position to influence the Board's decision or discussions where they have financial interest; or where there is an organizational responsibility or personal relationship interest which may result in a real or apparent conflict of interest.

Section 2. Board members shall disclose investments, interest in real property or business, and sources of income or gifts that may present a conflict of interest.

Section 3. The Board’s determination of conflict of interest regarding a Board member’s financial, organization or personal interest shall be final and not subject to review. All disclosures will be a part of the record.

Section 4. Members shall recuse themselves from any discussion or official action taken by the Board concerning any item in which he or she has a conflict of interest.

Section 5. No Member may vote upon or participate in deliberations of the Board of Directors with regard to any contract made or entered into by Main Street with any other body, agency, board, person or entity of which such Member is a member, officer, director, shareholder, partner, joint venture, employee, or independent contractor.

ARTICLE V

Hapeville Main Street Manager

Section 1. Overview - The Main Street Manager shall provide monthly reports in brief and a full written annual report to the Georgia Department of Community Affairs’ Office of Downtown Development, the Board and to all committees. The Main Street Manager will also serve as a liaison between the State office, the Board and the committees.

ARTICLE VI

Amendments

Section 1. These Bylaws may be altered, amended, or repealed and new Bylaws may be adopted by a two-thirds vote of the Board at any regular or special meeting. Written notice of any proposed amendment, alteration, or repeal of Bylaws must be delivered to members not less than seven days before the date of the meeting.

Amendments

1. AMENDMENT 2005-7-18.1

To amend Article II Section I to: “require all Board Officers to attend Main Street 101 Training within their first year of service as an officer and to highly recommend all board members attend training during their first year of service.

2. AMENDMENT 2005-9-19.2

To amend Article II Section 1 to: “It is desirable that any president serve as a board member a minimum of one year prior to taking office. However, in the event no suitable candidate can be found with that experience, the board may elect a president with at least six (6) months Main Street Board membership and formal training in at least one Main Street Program seminar, and at least one of the following:

1. At least one year of active service as a Main Street volunteer, or

2. A year of service as a member of the Hapeville Development Authority, or
3. A year of service as an elected City Council member

3. AMENDMENT 2009-1-26.3

To amend Article II, Section 1 to: “The Hapeville Main Street Board of Directors shall consist of 9 members, with 4 members serving the following officer positions: President, Vice President, Finance Chair and Secretary. Each member shall serve a three-year term. Upon expiration of the three-year term, a member may immediately re-apply and be re-appointed as a member of the Board. Each officer shall serve a one-year term. Terms for all members and officers shall run January to January.

All Board officers shall be required to attend Main Street 101 Training within their first year of service as an officer. It is highly recommended that all Board members attend training during their first year of service.

It is desirable that any President serve as a Board member for a minimum of one year prior to taking office. However, in the event no candidate can be found with that experience, the Board may elect a President who has served as a Board member for at least six (6) months and who has formal training in at least one Main Street Program seminar, and at least one of the following:

1. At least one year of active service as a Main Street volunteer, or
2. At least one year of service as a member of the Hapeville Development Authority, or
3. At least one year of service as an elected City Council member

To amend Article II Section 4 to: “If a vacancy occurs in the Board (other than a vacancy resulting from the normal expiration of a term of office), the President of the Board shall appoint a new member to fill the vacancy pending Board approval. Any officer or Board member may be removed from his or her position by a two-thirds majority vote of the Board. Board members absent for three or more Board meetings, without reasonable excuse, shall be removed from the Board.”

To amend Article II Section 5 to: “Officer Elections. The officers of the Board shall be selected by Board members and appointed at the annual meeting.” To amend Article II Section 5 C to: “Finance Chair, who shall keep record of all income and expenses for the Main Street budget. The current Main Street Manager, under the guidance of the City Finance Director, shall serve as the Finance Chair. The Finance Chair shall be a nonvoting member of the Board and shall not be counted towards the presence of a quorum.” To amend Article III Section 2 to: “Regular Meetings. Regular meetings of the Board shall be held at least quarterly and when deemed necessary by the Main Street Manager, in conjunction with the President of the Board.”

To amend Article III Section 4 to: “Quorum. A majority of the members of the Board shall be required in order to transact business. If a quorum is not present at any meeting of the Board, a majority of the members entitled to vote that are present shall adjourn the meeting until a quorum shall be present. The Finance Chair shall not be counted towards the presence of a quorum.”

To amend Article III Section 6 to: “Voting. When a quorum is present at any meeting, the vote of a majority of the members present decides any question brought before such meeting, unless the question is one upon which the express provisions of law or these Bylaws require a different vote, in which case such express provisions shall govern and control. Each Board member shall at every meeting of the Board be entitled to one vote, with the exception of the Finance Chair who shall serve as a non-voting member of the Board.”

To amend Article IV Section 3 to: “Members shall recuse themselves from any discussion or official action taken by the Board concerning any item in which he or she has a conflict of interest.”

Article, VI Section 1.to: “These Bylaws may be altered, amended, or repealed and new Bylaws may be adopted by a majority of the Board at any regular or special meeting. Written notice of any proposed amendment, alteration, or repeal of Bylaws must be delivered to members in advance of the meeting.”

4. AMENDMENT 2017-11-29.4

To amend Hapeville Main Street Board of Directors Vision Statement to: “To provide an exceptional quality of life for the citizens and guests of Hapeville through a vibrant downtown and cultural district while preserving the community’s history.”

To omit, under Hapeville Main Street Board of Directors Goals and Objectives: “4. The Main Street Board of Directors will establish credibility.

- a. Maintain an accurate record of the Main Street Program’s past, present and future accomplishments.
 - i. Submit month-end and annual reports to Department of Community Affairs and City Council.
 - ii. Formulate a yearly budget and timeline for project implementation.”

To omit the word advisory from Article I.

To omit Article 1, Section 2: “Purpose. The purposes for which this Board is created include:

1. Facilitate and encourage the development, redevelopment, and improvement of downtown areas in Hapeville, Georgia.
2. Support of local Main Street projects in the City by providing economic development, design assistance, business consultation, and monitoring.
3. Advise in selection of a Main Street Manager for the City.
4. Assist in the establishment and selection of local Main Street committees including, but not limited to: Downtown Design, Economic Restructuring, Promotion, Nomination and Parking/Transportation.
5. Promote historic preservation and planning in the downtown.
6. Utilize the Department of Economic Development as a resource center for the City in downtown revitalization techniques and to provide advice and technical assistance whenever possible to downtown property owners and tenants.
7. Attend, conduct and/or sponsor seminars and other educational programs concerning development, redevelopment and improvement of downtown areas.
8. Promote and encourage the implementation of more effective, comprehensive legislative and financing techniques and devices that will further the revitalization of downtown areas.”

To insert Article I, Section 2 to: “*Section 2.* The purposes for the Program are to stimulate downtown/neighborhood business district revitalization in Hapeville through organization (using the Community Transformative Strategies), economic vitality (encouraging cooperation and building leadership in the business community), promotion (creating a positive downtown image for living, shopping, and investing), and design (improving downtown appearance).

To amend Article I, Section 3 to: “Program Area - The Program area shall be that the geographic area indicated on the attached map [Exhibit A].”

To amend in Article II, Section 1; Section 5 the title Finance Chair to Treasurer.

To amend in Article II, Section 3 to: “The Board’s function is to provide leadership, advice and guidance to the City Council, the Development Authority, the local Main Street Manager, his/her staff and designated committee volunteers.”

To amend Article II, Section 4 to: “*Removal* – If vacancy occurs in the Board (other than a vacancy resulting from the normal expiration of a term of office), the President of the Board shall appoint a new member to fill the vacancy pending Board approval. Any officer of Board member may be removed from his or her position by two-thirds majority vote of the Board. Board members absent for three or more Regular Board meetings in a calendar year, without reasonable excuse, shall be removed from the Board, effective the date of the next Regular Board meeting.

To amend in Article II, Section 5 the title Finance Chair to Treasurer.

To amend in Article II, Section 5 to: Secretary, whose duties include recording the minutes at meetings of the Board, presenting said minutes to the President for review and acceptance by the Board, and maintaining Program records that result from Board meetings. The current Main Street Manager may serve as Secretary. The Secretary can be a non-voting member of the Board and may not be counted towards the presence of a quorum

To amend Article III, Section 1 to: “*Annual Meeting* An annual meeting of the Board shall be held in each calendar year at such time and place as may be determined by the Main Street Manager and the President of the Board, for the purpose of electing officers. An annual meeting shall be considered a regular meeting.”

To amend Article III, Section 2 to: “*Regular Meetings* - Regular meetings of the Board shall be held in accordance with State standards.”

To amend Article III, Section 3 to: “*Special Meetings* – The Main Street Manager, President of the Board, or at least two members of the Board may call a special meeting of the Board.”

To amend Article III, Section 4; Section 6 to change the title of Finance Chair to Treasurer.

To amend Article V, Section 1 to: “*Section 1. Overview* - The Main Street Manager shall provide monthly reports in brief and a full written annual report to the Georgia Department of Community Affairs’ Office

of Downtown Development, the Board and to all committees. The Main Street Manager will also serve as a liaison between the State office, the Board and the committees.”

To amend Article VI, Section 1 to: “These Bylaws may be altered, amended, or repealed and new Bylaws may be adopted by a two-thirds vote of the Board at any regular or special meeting. Written notice of any proposed amendment, alteration, or repeal of Bylaws must be delivered to members not less than seven days before the date of the meeting.”

5. AMENDMENT 2020-3-11

To amend Article IV, Section 1 to “Board members shall not use their position to influence the Board’s decision or discussion where they have financial interest; or where there is an organizational responsibility or personal relationship interest which may result in a real or apparent conflict of interest.”

To amend Article IV, Section 2 to “Board members shall disclose investments, interest in real property or business, and sources of income or gifts that may present a conflict of interest.

To amend Article IV, Section 3 to “The Board’s determination of conflict of interest regarding a Board’s financial, organization or personal interest shall be final and not subject to review. All disclosures will be a part of the record.”

To add Article IV, the definition of conflict of interest, which reads: “Conflict of interest is a situation in which a person is in a position to derive direct financial benefit from actions or decision made in their official capacity.”

To add, Article IV, Section 4 to read “Members shall recuse themselves from any discussion or official action taken by the Board concerning any item in which he or she has a conflict of interest.”

To add, Article IV, Section 5 to read “No Member may vote upon or participate in deliberations of the Board of Directors with regard to any contract made or entered into by Main Street with any other body, agency, board, person or entity of which such Member is a member, officer, director, shareholder, partner, joint venture, employee, or independent contractor.”

6. AMENDMENT 2025-3-12

To amend Article II, Section 2 to include “A member specifically appointed to handle social media may or may not be a local resident or local business owner.”

To amend Article II, Section 2 to include “The Main Street Board requests that all potential board members volunteer for six months before being considered for board membership.”



MAIN STREET ARTIST RESIDENCY

APPLICATION PERIOD: FEBRUARY 17-APRIL 15

Applicant interviews: May 7-9

2 Artist Residents chosen per 9 week session

Session 2

Session 1

May 19th-July 11th

July 12th-19th Exhibition

July 12th Artist Talk & Gallery Crawl

August 4th-October 3rd

October 3rd-October 11th Exhibition

Oct. 3rd Artist Talk & Gallery Crawl

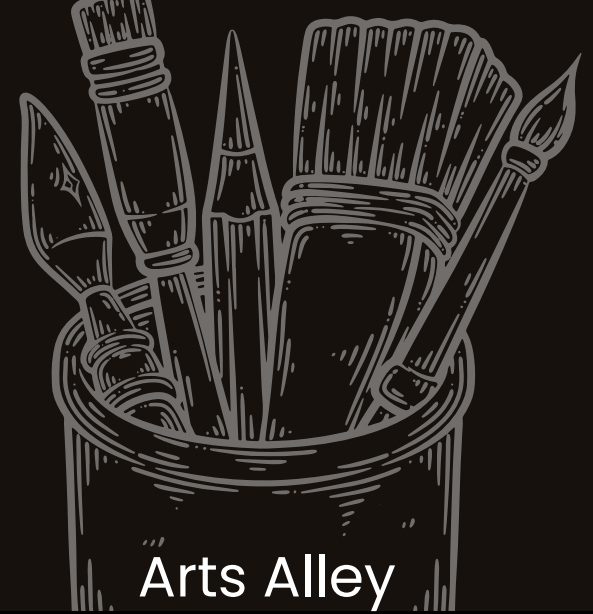
Ideal for outgoing individuals who are interested in engaging with the community!

Visit:

<https://www.hapeville.org/86/Main-Street>

To apply!

Jess Lucas Park



Required:

- Proposal detailing the body of work the artist will complete during their residency.
- Community engagement plan
- Present during Artist Talk/Gallery Crawl event
- Opening the gallery for friends, family, and the public for at least 10 hours during the week of the final exhibition.
- Open studio once a month
- 18+ years old

Artist Benefits:

- \$700 stipend
- Free studio space in the heart of downtown Hapeville
- Promotion opportunities
- Portfolio Building & Professional Development

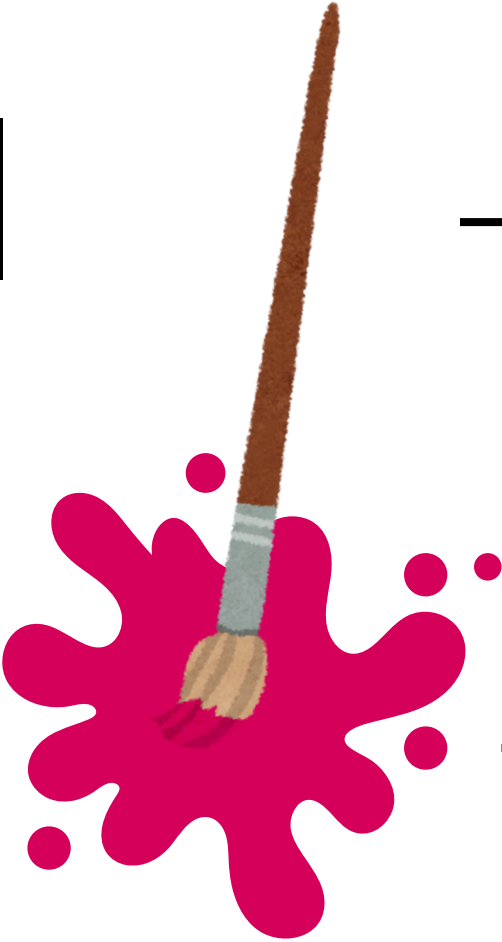
MAIN STREET
HAPEVILLE
Georgia



imagine
Hapeville
georgia

Approximately 5ft tall, 3ft wide base.

PVC Plastic used to create the paint brush



Wooden cut stands in the shape of a paint splatter. All painted different colors.

Paint Brush Location Marker for Gallery Crawls.

These will be created and placed outside of businesses that are participating in the Gallery Crawl. It adds excitement to the event! People will be strolling around downtown Hapeville and see a paint brush across the way and want to go inside to see the artwork displayed inside the business! It is an opportunity to increase downtown foot traffic and business promotion.



Hapeville Main Street Business Survey

1. What type of business do you own?

- Retail
- Restaurant or Cafe
- Automotive
- Health and Beauty
- Other (please specify)

2. How long have you been operating your business in Hapeville?

- Less than 1 year
- 1-3 years
- 3-5 years
- More than 5 years

3. Are there any specific community events or initiatives that you feel have a positive impact on your business?

4. How can the Main Street Board better support local businesses?

5. Would you be interested in attending an in-person meet-up for Hapeville business owners twice a year? If so, please list the days of the week and time that work best.

6. Hapeville Main Street will be starting quarterly Zoom calls for Hapeville business owners where we will provide resources related to the chosen topic. What topics would you like to see covered?

7. How do you prefer to receive updates and information from the Main Street Board?

- Email
- Social Media
- Text Message
- Newsletter
- Website

8. Name of your business

9. Ensure that we have updated contact information:

First name

Last name

10. Please provide your email address

Email address