**AGENDA**
**Main Street Board of Directors Meeting**
**January 13, 2021 at 6PM**
**Municipal Court**
**700 Doug Davis Drive**
**Dial 1-646-558-8656; Meeting ID 870 0429 0032#**
**Password: 127894**
**Zoom Web Address:**
**https://us02web.zoom.us/j/87004290032?pwd=SDd6WHBCeEhmSzR5TWMxNDRvR3hIdz09**

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.

I. **Call to Order**

II. **Roll Call**

III. **Guest Welcome/Public Comments**

IV. **Approval of Minutes**

V. **Approval of Financial Statement**

VI. **Old Business**
- Project Reports/2020 Workplan
- 2021 Board Retreat Date
- Signage

VII. **New Business**
- 2021 Election of Officers

VIII. **Announcements**

IX. **Next Meeting – Wednesday, February 10, 2021 – 6PM**

X. **Adjourn – 7:30PM**

Hapeville Main Street Board of Directors Meeting
December 9, 2020 at 6:00PM
Dial 1-646-558-8656; Meeting ID 892 8958 6160#

Present: (In-Person): Charlotte Rentz, Susan Bailey, David Burt, Lee Duke, Melanie Rabb, and Bianca Howard (Staff)

Absent: Michael Gibbs, Lorenne Fey, Ellen Free and Derrick Booker

Guest: Judith Pishnery

**Call to Order**

- Charlotte Rentz called the meeting to order at 6:44PM and welcomed all Board members and guests.

**Guest Welcome/Public Comments**

- Charlotte Rentz welcomed all guest.

**Presentation**

- Judith Pishnery of Atlanta Photography Group presented her verbal and written proposal to work with Main Street.

**Approval of Minutes**

- A motioned was made by Susan Bailey to approve November 12, 2020, minutes. David Burt seconded and all approved.

**Approval of Financial Statements**

- A motion was made by David Burt and seconded by Lee Duke to approve the Financial Statement for the period ending November 30, 2020. All approved.

**Old Business**

- Project Reports/2020 Workplan –
    - Free Art Boxes – from the date of this meeting, artists will have 45 days to submit their work, making it roughly around January 23rd for completion.
    - Free Art Friday – budget for this project has been reduced to $4000. The remaining $4000 will be placed in the budget for the light pole project.
    - Western Day – the budget for Western Day has been reduced to $1000, with the remaining $1000 moved to the light pole project.
    - Chinese New Year – the $5000 for this project will be on hold with expectations of it being moved to a collaboration with Atlanta Photography Group.
    - New Year's Mantra – the $3000 that was budgeted for this event will be moved to the light pole project.

**New Business**

- 2021 Board Meeting Calendar – David Burt motioned to approve 2021 calendar and Melanie seconded the motion. All approved.

**Adjourn**

- A motion was made by Susan Bailey and seconded by Melanie Duke to adjourn the meeting. Charlotte Rentz adjourned the meeting at 7:18PM.

**Call To Order–**

- At 7:30PM, David Burt motioned to reconvene meeting and Susan Bailey seconded the motion. David Burt motioned to reallocate $3000 from the New Year's Mantra and the remaining $1000 from Western Day to go towards the light pole project. Lee Duke seconded the motion and all approved.

**Adjourn**

- A motion was made by Susan Bailey and seconded by Lee Duke to adjourn the meeting. Charlotte Rentz adjourned the meeting at 7:33PM.

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Charlotte C. Rentz, President

Secretary

City of Hapeville

**Statement of Revenues & Expenditures**

With Budget Comparisons

Main Street Department

Sixth Month Ended December 31, 2020

| | Current Month | 6 Month Ended 31-Dec-21 | Annual Budget | Over (Under) |
|---|---|---|---|---|
| **Revenues:** | | | | |
| MS Donations | | | | |
| **Expenditures:** | | | | |
| Professional | - | - | - | - |
| Festivals | 0 | 10,515 | 20,000 | 9,485 |
| Advertising | 0 | 0 | 4,000 | 4,000 |
| Printing & binding | 0 | 753 | 1,000 | 247 |
| Travel | 0 | 0 | 5,000 | 5,000 |
| Dues & fees | 0 | 0 | 600 | 600 |
| Education & training | 0 | 75 | 1,000 | 925 |
| Contract Labor | 1,125 | 2,300 | - | (2,300) |
| Supplies | 0 | 132 | 200 | 68 |
| Other supplies | 0 | 0 | 300 | 300 |
| Site improvements | 0 | 4,750 | 7,500 | 2,750 |
| | 0 | 0 | 0 | 0 |
| **Total Expenditures** | **$1,125** | **18,525** | **39,600** | **21,075** |

***Transactions: 1***

***Contract Labor - ACP***

Agreement w/ Cateye Creative - $1,125

CITY OF HAPEVILLE
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: DECEMBER 31ST, 2020



100-GENERAL FUND
DEPARTMENT - MAIN STREET

% OF YEAR COMPLETED: 50.00

| DEPARTMENTAL EXPENDITURES | CURRENT BUDGET | CURRENT PERIOD | YEAR TO DATE ACTUAL | TOTAL ENCUMBERED | BUDGET BALANCE | % YTD BUDGET |
|---|---|---|---|---|---|---|
| PERSONNEL SERVICES | | | | | | |
| 100-5-7550-511400 Vacation | 0 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 100-5-7550-511500 Sick | 0 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 100-5-7550-511600 Holiday | 0 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| TOTAL PERSONNEL SERVICES | 0 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| CONTRACTED SERVICES | | | | | | |
| 100-5-7550-521200 Professional | 0 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 100-5-7550-521300 LCI Grant Expenses | 0 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 100-5-7550-521309 Art Grant-Fulton Count | 0 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 100-5-7550-522000 Festivals | 20,000 | 0.00 | 10,515.40 | 0.00 | 9,484.60 | 52.58 |
| 100-5-7550-522100 ARC - Sharing Our Stor | 0 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 100-5-7550-523200 Communications | 0 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 100-5-7550-523300 Advertising | 4,000 | 0.00 | 0.00 | 0.00 | 4,000.00 | 0.00 |
| 100-5-7550-523400 Printing & Binding | 1,000 | 0.00 | 752.89 | 0.00 | 247.11 | 75.29 |
| 100-5-7550-523500 Travel | 5,000 | 0.00 | 0.00 | 0.00 | 5,000.00 | 0.00 |
| 100-5-7550-523600 Dues & Fees | 600 | 0.00 | 0.00 | 0.00 | 600.00 | 0.00 |
| 100-5-7550-523700 Education & Training | 1,000 | 0.00 | 75.00 | 0.00 | 925.00 | 7.50 |
| 100-5-7550-523850 Contract Labor | 0 | 1,125.00 | 2,300.00 | 0.00 | ( 2,300.00) | 0.00 |
| TOTAL CONTRACTED SERVICES | 31,600 | 1,125.00 | 13,643.29 | 0.00 | 17,956.71 | 43.17 |
| SUPPLIES & MINOR EQPT | | | | | | |
| 100-5-7550-531100 Supplies | 200 | 0.00 | 131.89 | 0.00 | 68.11 | 65.95 |
| 100-5-7550-531400 Books & Periodicals | 0 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 100-5-7550-531600 Small Equipment<5000 | 0 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 100-5-7550-531700 Other Supplies | 300 | 0.00 | 0.00 | 0.00 | 300.00 | 0.00 |
| TOTAL SUPPLIES & MINOR EQPT | 500 | 0.00 | 131.89 | 0.00 | 368.11 | 26.38 |
| CAPITAL OUTLAYS > $5000 | | | | | | |
| 100-5-7550-541200 Site Improvements | 7,500 | 0.00 | 4,750.00 | 0.00 | 2,750.00 | 63.33 |
| 100-5-7550-542300 Furniture & Fixtures | 0 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 100-5-7550-542400 Computers | 0 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 100-5-7550-542410 Technology | 0 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| TOTAL CAPITAL OUTLAYS > $5000 | 7,500 | 0.00 | 4,750.00 | 0.00 | 2,750.00 | 63.33 |
| OTHER COSTS (NOC) | | | | | | |
| 100-5-7550-579000 Contingencies | 0 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| TOTAL OTHER COSTS (NOC) | 0 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| TOTAL MAIN STREET | 39,600 | 1,125.00 | 18,525.18 | 0.00 | 21,074.82 | 46.78 |