

AGENDA
Called Main Street Board of Directors Meeting
February 10, 2021 at 6PM
Municipal Court
700 Doug Davis Drive
Dial 1-646-558-8656; Meeting ID 811 1017 8416#
Password: 544779
Zoom Web Address:

<https://us02web.zoom.us/j/81110178416?pwd=WjV4WVArQUluUlhwT3ZPUdU3UVo3Zz0>

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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
 - i. Free Art Box Locations
- VII. New Business**
- VIII. Announcements**
- IX. Next Meeting – Wednesday, March 10, 2021 – 6PM**
- X. Adjourn – 7:30PM**

Hapeville Main Street Board of Directors Meeting
January 13, 2021 at 6:00PM
Dial 1-646-558-8656; Meeting ID 870 0429 0032#

Present: (In-Person): Charlotte Rentz, Susan Bailey, David Burt, Lee Duke, Ellen Free, Lorenn Fey, and Bianca Howard (Staff)

Present: (Teleconference): Michael Gibbs

Absent: Melanie Rabb and Derrick Booker

Call to Order

- Charlotte Rentz called the meeting to order at 6:07PM and welcomed all Board members and guests.

Guest Welcome/Public Comments

- None

Approval of Minutes

- A motion was made by Susan Bailey to approve December 9, 2020, minutes. Lee Duke 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 December 31, 2020. All approved.

Old Business

- Project Reports/2020 Workplan –
 - Free Art Boxes – artists will be notified of new deadline and sent a contract like Sharing Our Stories. Susan Bailey motioned to authorize Bianca Howard and David Burt to send contracts and payments to artists. Ellen Free seconded the motion and all approved.
 - Light Pole Project – Contractor will be used to dig the holes for the poles instead of City workers.
 - Free Art Friday – David Burt motioned to place remaining \$4000 into the light pole project. Lee Duke seconded the motion and all approved.
 - Chinese New Year – Ellen Free motioned to move Chinese New Year funds (\$5000) to the Atlanta Photography Group Project. David Burt seconded the motion and all approved.
 - Pedestrian Bridge – will soon be completed and the Board can possibly plan a “Light Up Hapeville” event to showcase the lit bridge plus new lighting. Tentative date would be March or April.
 - Guerilla Marketing – updates will come later.

- Celebrating Chapman's 100th Anniversary – Chapman's 100th Anniversary is in June and Susan Bailey believed it would be a great idea to recognize the. Bianca Howard will make sure that Council recognizes them at June's Council meeting.
- 2021 Board Retreat Date – Bianca Howard informed the Board that Ration and Dram would accommodate us for \$500, which includes appetizers. Bianca Howard also mentioned the Loft at Due South would cost about \$500, which includes lunch. Bianca Howard will contact the event center about ordering individual plates. Board Retreat is scheduled for Saturday, February 27th. The Board retreat will take place of the regular meeting.
- Signage – Susan Bailey talked about business signs and campaign signs that individuals put along the right of way. It causes the City to look unattractive. Community Services has said that those in Right of Ways can be picked up and thrown away. No permission needed.

New Business

- 2021 Election of Officers – Susan Bailey nominates Charlotte Rentz as Chairman. Lee Duke seconded the motion and all were in favor. David Burt nominated Susan Bailey as Vice Chairman. Lee Duke seconded the motion and all were in favor. David Burt nominated Bianca Howard as Secretary and Ellen Free seconded the motion. All were in favor. David Burt nominated Bianca Howard as Treasurer and Ellen Free seconded the motion and all were in favor.
- David Burt motioned to move the regular schedule meeting of February 10th to February 27th, which is the Board Retreat date. Ellen Free seconded the motion and all approved.

Announcements

- None

Adjourn

- A motion was made by Susan Bailey and seconded by David Burt to adjourn the meeting. Charlotte Rentz adjourned the meeting at 7:06PM.

Charlotte C. Rentz, President

Secretary

City of Hapeville
Statement of Revenues & Expenditures
 With Budget Comparisons
 Main Street Department
 Seventh Month Ended January 31, 2021

	Current Month	7 Month Ended 31-Jan-21	Annual Budget	Over (Under)
Revenues:				
MS Donations				
Expenditures:				
Professional Festivals	-	-	-	-
Advertising	0	10,515	20,000	9,485
Printing & binding	0	0	4,000	4,000
Travel	0	753	1,000	247
Dues & fees	0	0	5,000	5,000
Education & training	0	0	600	600
Contract Labor	0	75	1,000	925
Supplies	0	2,300	-	(2,300)
Other supplies	0	132	200	68
Site improvements	250	0	300	300
		5,000	7,500	2,500
Total Expenditures	\$250	18,775	39,600	20,825

Transactions: 1
 Free Art Box 1st Payment for Elaine Stephenson -\$250

100-GENERAL FUND
DEPARTMENT - MAIN STREET

% OF YEAR COMPLETED: 58.33

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	0.00	2,300.00	0.00	2,300.00	0.00
TOTAL CONTRACTED SERVICES	31,600	0.00	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	250.00	5,000.00	0.00	2,500.00	66.67
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	250.00	5,000.00	0.00	2,500.00	66.67
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	250.00	18,775.18	0.00	20,824.82	47.41