

AGENDA
Main Street Board of Directors Meeting
October 13, 2021 at 6PM
Municipal Court
700 Doug Davis Drive
Zoom Web Address:

<https://us02web.zoom.us/j/89690122434?pwd=YXFjL1JIL0lrdkM3UFJpam1DUiVLQT09>

Meeting ID: 896 9012 2434; Passcode: ZWdmS5

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. Guest Welcome/Public Comments**
- III. Approval of Minutes**
- IV. Approval of Financial Statement**
- V. Old Business**
 - Project Reports/2021 Workplan
- VI. New Business**
 - Board Membership
- VII. Announcements**
- VIII. Next Meeting – Wednesday, November 10, 2021 – 6PM**
- IX. Adjourn – 7:30PM**

Hapeville Main Street Board of Directors Meeting
September 8, 2021 at 6:00PM

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

Present (teleconference): Melanie Rabb

Absent: Derrick Booker

Guests: Michael Kincaid and Brandon

Call to Order

- Charlotte Rentz called the meeting to order at 6:13PM and welcomed all Board members and guests.

Guest Welcome/Public Comments

- Charlotte Rentz welcomed the two guests and moved forward with the agenda.

Approval of Minutes

- A motion was made by Susan Bailey to approve July 14, 2021, minutes. Ellen Free seconded and all approved.
- A motion was made by Ellen Free to approve July 21, 2021, minutes. Michael Gibbs seconded the motion 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 July 31, 2021. All approved.
- A motion was made by Lee Duke and seconded by Ellen Free to approve the Financial Statement for the period ending August 31, 2021. All approved.

Old Business

- Project Reports/2020 Workplan –
 - Free Art Friday/Saturday – Melanie Rabb will email the Facebook link to the Board so that they can share the event on their Facebook pages. David Burt volunteered to help with set-up/breakdown of event, bring tablecloths, and will reach out to musicians. Susan Bailey volunteered to man the Main Street table. Lorenn Fey will bring the Academy Theatre tables for artists to set up. The art containers may/may not be used during that time. This depends on Virginie Kippelen and if she will already have things set up for the ACP/Gallery Crawl event. In the case the Board is not able to use the Art Container, the art exhibition will be lined along the arts alley.
 - Chapman's Banners – Bianca Howard will reach out to Community Services to re-install the banners because of previous installation, causing many of the banners to be hit by a truck or loosely hanging onto the poles. From a count, we have 4 banners total.

- Landscaping – Susan Bailey mentioned having a landscaped area for the Depot Museum and using a contractor to provide the services
- Signage – Susan Bailey mentioned getting a conceptual design/concept plus budget for Free Art Box signage. The Board was in agreement that the art boxes needed signage.
- Dogwood Lighting – Susan Bailey brought two samples of lights that could be placed on the trees along Dogwood Drive. The Board chose the lighting they liked the most. Susan Bailey said she will count the number of trees along Dogwood Drive and possibly reach out to Community Services regarding installation and how it would work and electricity.
- Depot Museum Lighting – Susan Bailey said that Allen Electric quoted \$4000 to install lights along the Depot Museum. Ellen Free motioned to approve \$5,500 for installation and to purchase lights for the installation. Michael Gibbs seconded the motion and all approved.
- Butterflies – Community Services has 3 of the butterflies and the Board made a decision to plant the butterflies in the green space by the railroad tracks by the Depot Museum. The Board would like for the Chick-fil-A butterfly to be placed by the restaurant. Bianca Howard will reach out to Chick-fil-A regarding the butterfly.
- Day of the Dead – on behalf of Councilperson Chloe Alexander, Bianca Howard asked the Board if they would be willing to support the Day of the Dead by sponsoring the murals, with a request of \$2000. The Board agreed that a formal proposal (handout, full budget) from Councilperson Chloe Alexander be presented to the Board before a decision is made.
- Hapeville Daycare Memorial Garden – Charlotte Rentz updated the Board that the request was sent to the Government Affairs Director and we are awaiting a response.
- Corner Tavern + Auxiliary Building – Charlotte Rentz said she is anticipating that Corner Tavern will go before the Planning Commission regarding Corner Tavern's additional building, and she is encouraging the Board to show up for support at the meeting.

New Business

- Board Membership – David Burt motioned to table to agenda item until the next meeting. Michael Gibbs seconded the motion and all approved.

Announcements

- None

Adjourn

- A motion was made by Lee Duke and seconded by Michael Gibbs to adjourn the meeting. Charlotte Rentz adjourned the meeting at 8:00PM.

Charlotte C. Rentz, President

Secretary

City of Hapeville
Statement of Revenues & Expenditures
 With Budget Comparisons
 Main Street Department
 Third Month Ended September 30, 2021

Revenues:

MS Donations

	Current Month	3 Month Ended 30-Sep-21	Annual Budget	Over (Under)
	-	-	-	-
	430	6,025	20,000	13,975
	0	0	4,000	4,000
	0	857	1,000	143
	0	0	5,000	5,000
	0	0	600	600
	0	0	1,000	1,000
	0	0	3,300	3,300
	0	0	200	200
	0	0	300	300
	248	1,193	14,000	12,807
	0	0	0	0
Total Expenditures	\$679	8,075	49,400	41,325

Transactions: 3

Festivals

Artists Payment-Free Art Friday-Leila Profeta - \$232.50
 Artists Payment-Free Art Friday-Derek Cook - \$197.95

Site Improvements

Downtown Decorations-Chapman Banners - \$248.21

100-GENERAL FUND
DEPARTMENT - MAIN STREET

% OF YEAR COMPLETED: 25.00

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	430.45	6,025.12	0.00	13,974.88	30.13
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	857.12	0.00	142.88	85.71
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	0.00	0.00	1,000.00	0.00
100-5-7550-523850 Contract Labor	3,300	0.00	0.00	0.00	3,300.00	0.00
TOTAL CONTRACTED SERVICES	34,900	430.45	6,882.24	0.00	28,017.76	19.72
SUPPLIES & MINOR EQPT						
100-5-7550-531100 Supplies	200	0.00	0.00	0.00	200.00	0.00
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	0.00	0.00	500.00	0.00
CAPITAL OUTLAYS > \$5000						
100-5-7550-541200 Site Improvements	14,000	248.21	1,193.21	0.00	12,806.79	8.52
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	14,000	248.21	1,193.21	0.00	12,806.79	8.52
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	49,400	678.66	8,075.45	0.00	41,324.55	16.35