

AGENDA
Main Street Board of Directors Meeting
November 10, 2021 at 6PM
Municipal Court
700 Doug Davis Drive
Zoom Web Address:

<https://us02web.zoom.us/j/83387801620?pwd=YW55NzBFc2M1NVBCWk1pLzVrMERwZz09>

Meeting ID: 833 8780 1620; Passcode: Dk7bm2

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**
 - 2022 Meeting Calendar
- VII. Announcements**
 - Main Street Annual Assessment Presentation – 02/8/2022 – 1PM
- VIII. Next Meeting – Wednesday, December 8, 2021 – 6PM**
- IX. Adjourn – 7:30PM**

Hapeville Main Street Board of Directors Meeting
October 13, 2021 at 6:00PM

Present: Charlotte Rentz, Susan Bailey, Ellen Free, David Burt, Lee Duke, Lorenné Fey, Derrick Booker, and Bianca Howard (Staff)

Present (teleconference): Melanie Rabb

Absent: Michael Gibbs

Guests: Jason Morris and Chloe Alexander (Councilperson)

Call to Order

- Charlotte Rentz called the meeting to order at 6:11PM 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 September 8, 2021, minutes. Ellen Free 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 September 30, 2021. All approved.

Old Business

- Project Reports/2020 Workplan –
 - Gallery Crawl/ACP Event – David Burt provided a summary to the Board, also informing everyone that the lights were installed at the Depot Museum. Charlotte Rentz reported 62 people signing in at the Depot Museum during this event. Virginie Kippelen was happy and is willing to leave the “Finding the Flint” Exhibit up for 2 months. There will be a “Meet the Artists” event on Sunday, October 24th from 2-4PM. Bianca Howard will print flyers and signage for that day. Friday, October 22nd and every Friday after that until Saturday, December 4th, the exhibit will be open for those who pass by.
 - Free Art Hapeville – Main Street will host a second Free Art Hapeville event on December 4th from 4:30-7:30PM. Melanie Rabb will purchase more tote bags to give out during the event. Everything will be located in the arts alley. David Burt said he will book musicians and Melanie Rabb will look for an alcohol vendor. Lorenné Fey mentioned the ‘12 Days of Christmas’ will be showing that same night – Saturday, December 4th at 3PM and 8PM. David Burt suggested marketing the theatre event and Free Art Friday together. Charlotte Rentz requested Bianca Howard to order proper name badges in time for this event. Charlotte Rentz also mentioned using the Main Street tablecloth for an information table. There was discussion about getting black

tablecloths for events. David Burt motioned to spend up to \$300 for tablecloths. Ellen Free seconded the motion and all approved. Ellen Free motioned to spend up to \$1500 for music and entertainment for Free Art Hapeville on December 4th. All approved. David Burt motioned to spend up to \$2500 for Free Art Hapeville's free art artists and swag bag supplies. Lee Duke seconded the motion and all approved. Guest, Jason Morris, asked about putting fliers in the Free Art Boxes to advertise for the event. Jason Morris also asked about banners to hang for pedestrians and drivers to know about the event. Because of the expenses of banners, the Board will not be able fund that expense, but will look into having A-Frames or Real Estate signs for the event. Jason Morris also mentioned the billboard on the highway. David Burt confirmed that the billboard is through the ATL Airport District.

- Dia de Muertos/Day of the Dead – Chloe Alexander (Councilperson) brought up the 3rd annual event. This year the event is sponsored by Fulton County Arts Council, with a matching grant of \$8,000. Jamie Jones with the Recreation Department is helping with vendors and planning and will combine Halloween events with the Day of the Dead. Chloe Alexander is inviting the Board to help support and fund the event since the Board helped support the past two years. Specifically, Chloe Alexander is requesting funds to support a visiting print artist from Texas who will be the workshop facilitator and will bring 40 pieces of work that will be at the Depot. There is also a professor at a university in Texas who will loan 20 pieces of work. Chloe Alexander does want to use the Art Container at Jess Lucas Park to have an altar. Ellen Free requested Hapeville Main Street Board has recognition for contribution. Chloe Alexander is also requesting funds to use local florist, Al Dillinger (2000 A.D. Inc., Concepts in Floral Art) and Hannah Burt (employee at Drip Coffee) to make floral arrangement. Total request from Chloe Alexander is \$2,000. Susan Bailey motioned to support this event with \$2000. David Burt seconded the motion and all approved.
- Academy Theatre, New Year's Eve Program – Susan Bailey mentioned Academy Theatre hosting a New Year's Eve Concert and wanting to sponsor event. Susan Bailey motioned to sponsor \$3000 towards concert with the Academy Theatre. This sponsorship would go towards the artists. David Burt seconded the motion and all approved. Lorene Fey abstained.
- Dogwood Lighting – Susan Bailey mentioned lighting the trees on Dogwood Drive and that she will have a proposal for the Board to consider. This will complete the lighting project. Susan Bailey also mentioned how much money was spent on the lights for the alley and since they've been hung, flags have been placed over the lights. This can cause Main Street to have to spend additional money to fix what may be altered in the future.
- Melanie Rabb had questions about serving alcohol in the alley and not on Corner Tavern property (off-site). Bianca Howard will work with City Clerk, Sharee Steed, to see what the regulations are. This is for sample alcohol and purchasing alcohol.
- Bianca Howard showed the Board the Free Art stands that will go outside of the art boxes. The Board also mentioned getting the same sign to go on the inside of the boxes.

New Business

- Board Membership – Charlotte Rentz mentioned the Bylaws and suggested looking on how to formalize operating procedures and Board member intake. Susan Bailey suggested sitting with new Board members to discuss Bylaws and have a brief orientation. Lorene Fey suggested informing prospective members that Main Street is a working Board and to set expectation.

Announcements

- None

Adjourn

- A motion was made by Ellen Free and seconded by Melanie Rabb to adjourn the meeting. Charlotte Rentz adjourned the meeting at 7:51PM.

Charlotte C. Rentz, President

Secretary

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

Revenues:

MS Donations

	Current Month	4 Month Ended 31-Oct-21	Annual Budget	Over (Under)
	-	-	-	-
	0	6,025	20,000	13,975
	0	0	4,000	4,000
	612	1,469	1,000	(469)
	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
	4,100	5,293	14,000	8,707
	0	0	0	0
Total Expenditures	\$4,712	12,788	49,400	36,612

Transactions: 5

Printing & Binding
 Free Art Hapeville Stake Signs and Flyers - \$103.92
 Finding the Flint Corpalast Signs - \$42
 ACP/Gallery Crawl Prints - \$343.84
 Finding the Flint-Meet Artists Materials -\$122.60
Site Improvements
 Depot Museum Lighting - \$4,100

100-GENERAL FUND
DEPARTMENT - MAIN STREET

% OF YEAR COMPLETED: 33.33

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 ICI 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	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	612.36	1,469.48	0.00 (	469.48)	146.95
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	612.36	7,494.60	0.00	27,405.40	21.47
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	4,100.00	5,293.21	0.00	8,706.79	37.81
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	4,100.00	5,293.21	0.00	8,706.79	37.81
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	4,712.36	12,787.81	0.00	36,612.19	25.89

2022 Meeting Schedule

Main Street Board

The Main Street Board meets the second Wednesday of every month at 6:00PM unless otherwise posted. All meetings are held at Hapeville Municipal Court located at 700 Doug Davis Drive.

Meeting Date		
January	Wednesday, January 12, 2022	
February	Wednesday, February 9, 2022	
March	Wednesday, March 9, 2022	
April	Wednesday, April 13, 2022	
May	Wednesday, May 11, 2022	
June	Wednesday, June 8, 2022	
July	Wednesday, July 13, 2022	
August	Wednesday, August 10, 2022	
September	Wednesday, September 14, 2022	
October	Wednesday, October 12, 2022	
November	Wednesday, November 9, 2022	
December	Wednesday, December 14, 2022	