

AGENDA
Main Street Board of Directors Meeting
December 8, 2021 at 6PM
Municipal Court
700 Doug Davis Drive

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**
- VII. Announcements**
- VIII. Next Meeting – Wednesday, January 12, 2022 – 6PM**
- IX. Adjourn – 7:30PM**

Hapeville Main Street Board of Directors Meeting
November 10, 2021 at 6:00PM

Present: Charlotte Rentz, Susan Bailey, Ellen Free, David Burt, Melanie Rabb, Lorenn Fey, Derrick Booker, and Bianca Howard (Staff)

Present (teleconference): Lee Duke

Absent: Michael Gibbs

Guests: Hannah Palmer, Andrea Temple, and Chloe Alexander (Councilperson)

Call to Order

- Charlotte Rentz called the meeting to order at 6:10PM and welcomed all Board members and guests.

Guest Welcome/Public Comments

- Charlotte Rentz welcomed guests. Hannah Palmer presented programs to continue the Finding the Flint Project with Virginie Kippelen. Hannah Palmer mentioned that she is hosting a quarterly meeting at the Academy Theatre for Finding the Flint on Thursday, Dec 12th. She asked to have the art container opened from 11:30AM-12:30PM so that the meeting attendees can view the exhibit.

Approval of Minutes

- A motion was made by Ellen Free to approve October 13, 2021, minutes. Derrick Booker seconded and all approved.

Approval of Financial Statements

- A motion was made by Lorenn Fey and seconded by David Burt to approve the Financial Statement for the period ending October 31, 2021. All approved.

Old Business

- Project Reports/2021 Workplan – Charlotte Rentz disseminated an updated workplan for the Board and discussed budgets and numbers of projects. Charlotte Rentz said that \$4,100 was spent on the lighting project. Chapman's Event, with an expenditure of \$4,249, will be reimbursed by the City. The Free Art Hapeville event in September was \$1,434.
 - Free Art Hapeville – Bianca Howard will send emails to downtown businesses to see gather marketing materials for the Main Street booth. Bianca Howard will also recruit help to set-up and breakdown tables for the event. Susan Bailey asked about buying sandwich boards. Ellen Free mentioned having plastic sandwich boards, not what the city currently has. Melanie Rabb did mention that this event may go over budget due to the caliber of artists so there was discussion about increasing the budget. Lorenn Fey motioned to increase the budget for Free Art Hapeville to \$2,500, not to exceed \$5,500 for the event. Ellen Free seconded the motion and all approved. Lorenn Fey will check with Darwin's daughter about performing during the second part of the event.

- Atlanta Celebrates Photography/Virginie – Charlotte Rentz said that \$2,508 was spent for this event. The fiscal year to date total for all projects mentioned are at \$12, 291.
- Free Art Box – David Burt motioned to spend \$500 on the Free Art Box in the Arts Alley. Ellen Free seconded the motion and all approved. David Burt mentioned distributing the leftover art from Free Art Hapeville to the different free art boxes.
- Asian New Years – Susan Bailey mentioned contacting Jeanie Rast about connecting with a Vietnamese family to celebrate and honor their heritage. There was also discussion about which local businesses to include.
- Butterflies – Susan Bailey talked about a new location, closer to the Depot Museum. This place will have butterfly attracting plants plus the butterfly statues. Bianca Howard will see if Community Services will be able to upkeep the area. Ellen Free proposed a second location by the railroad tracks. Bianca Howard will ask Lee Sudduth (Community Services) about who owns the property.
- Delta-Memorial/Garden – there was discussion about the status of our communication with Delta Airlines regarding the Memorial Garden. Charlotte Rentz mentioned that Mayor Hallman had been in contact with a former employee who has contacts with the corporate office. The Board continues to wait for an update.

New Business

- 2022 Meeting Calendar – Lorene Fey motioned to approve the 2022 Meeting Schedule. Susan Bailey seconded the motion and all approved.

Announcements

- None

Adjourn

- A motion was made by Ellen Free and seconded by Susan Bailey to adjourn the meeting. Charlotte Rentz adjourned the meeting at 8:04PM.

Charlotte C. Rentz, President

Secretary

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

	Current Month	5 Month Ended 30-Nov-21	Annual Budget	Over (Under)
Revenues:				
MS Donations				
Expenditures:				
Professional	-	-	-	-
Festivals	3,187	9,365	20,000	10,635
Advertising	0	0	4,000	4,000
Printing & binding	0	1,490	1,000	(490)
Travel	0	0	5,000	5,000
Dues & fees	0	0	600	600
Education & training	0	0	1,000	1,000
Contract Labor	0	0	3,300	3,300
Supplies	319	319	200	(119)
Other supplies	0	0	300	300
Site improvements	1,163	6,456	14,000	7,544
	0	0	0	0
Total Expenditures	\$4,668	17,631	49,400	31,769

Transactions: 9

Festivals

David Musician Reimbursement- Free Art Hape & Gallery Crawl - \$1485
 Melanie Free Art Hape Reimbursement - \$551.76
 Sarah/Free Art Hape Artist - \$500
 Catherine/Free Art Hape Artist - \$250
 Monet/Free Art Hape Artist - \$400

Supplies

Lorenne Supply Reimbursement - \$282.74
 Susan Supply Reimbursement - \$36.29

Site Improvements

David Lights Reimbursement - \$662.70
 Little Free Library Repair/Steve Frugoli - \$500

100-GENERAL FUND
DEPARTMENT - MAIN STREET

% OF YEAR COMPLETED: 41.67

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	3,186.76	9,365.43	0.00	10,634.57	46.83
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	1,490.48	0.00 (	490.48)	149.05
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	3,186.76	10,855.91	0.00	24,044.09	31.11
SUPPLIES & MINOR EQPT						
100-5-7550-531100 Supplies	200	319.03	319.03	0.00 (	119.03)	159.52
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	319.03	319.03	0.00	180.97	63.81
CAPITAL OUTLAYS > \$5000						
100-5-7550-541200 Site Improvements	14,000	1,162.70	6,455.91	0.00	7,544.09	46.11
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	1,162.70	6,455.91	0.00	7,544.09	46.11
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	4,668.49	17,630.85	0.00	31,769.15	35.69