



MAIN STREET BOARD OF DIRECTORS MEETING

Join in person at 700 Doug Davis Drive, Hapeville, GA 30354

March 9, 2022 6:00PM

AGENDA

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.

- 1. CALL TO ORDER**
- 2. ROLL CALL**
- 3. PUBLIC COMMENTS**
- 4. APPROVAL OF MINUTES**
- 5. APPROVAL OF FINANCIAL STATEMENT**
- 6. OLD BUSINESS**
 - a. Project Reports/2021-22 Workplan
- 7. NEW BUSINESS**
 - a. 2022 Strategic Planning/Board Retreat
- 8. ANNOUNCEMENT(S)**
- 9. NEXT MEETING:**
 - a. Wednesday, April 13, 2022
- 10. ADJOURN:**

Hapeville Main Street Board of Directors Meeting
February 9, 2022, at 6:00PM

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

Conference Call: Melanie Rabb

Guests: Donny Taylor

Call to Order

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

Roll Call

Public Comments

- Donny Taylor introduced himself to the Board as a new resident in the community and expressed his interest in the Board and being involved in the community.

Approval of Minutes

- A motion was made by Derrick Booker to approve January 12, 2022, minutes. Lee Duke seconded and all approved.

Board Appointments

- Susan Bailey motioned to re-appoint Charlotte Rentz, David Burt, and Derrick Booker for the Main Street Board. Lee Duke seconded the motion and all approved.
- For the record, Michael Gibbs chose not to be re-appointed to the Main Street Board as a Board member but has offered to serve in a volunteer capacity for business initiatives.

Election of Officers

- Susan Bailey nominated Charlotte Rentz as President of Hapeville Main Street Board. David Burt seconded the nomination and all approved.
- David Burt nominated Susan Bailey as Vice President of Hapeville Main Street Board. Lee Duke seconded the nomination and all approved.
- Susan Bailey nominated Bianca Howard to be Secretary and Treasurer of Hapeville Main Street Board. Ellen Free seconded the nomination 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 January 31, 2022. All approved.

Old Business

- Project Reports/2021-22 Workplan
 - Miscellaneous –
 - Susan Bailey brought up the application for Board applicants. Susan Bailey suggested applicants volunteer for events before being appointed so applicants

are aware that the Board is a working Board. After discussion, it was suggested to have a Board orientation and have a PowerPoint presentation to provide insight on what the Board does and for applicants to express areas of interest, followed by a short one-on-one interview. Orientation packet will include workplan, one year of financial statements, one year of Board minutes, past 5 years of projects done with corresponding pictures, Main Street Bylaws, and Main Street boundary map.

- Charlotte Rentz recommended to do a public announcement for the vacant Board position. Bianca Howard will make a public announcement on Facebook, City's website, and newsletter and will put the disclaimer that applicants are expected to attend a Board meeting and volunteer with the Board prior to Board's decision to appoint a new member.
- Lantern Project – Melanie Rabb will reach out to contractor for an update and proposal on project, including a budget of the project. Contractor did have the idea of butterfly lanterns.
- Memorial Garden – Susan Bailey spoke with Mayor Hallman who said that he has a scheduled meeting with Delta Airlines and will provide an update after that meeting. In the meantime, Charlotte Rentz and Susan Bailey both said that an alternate decision can be to put a marker by the Christ Church.
- Free Art Hapeville – Melanie Rabb said May 21, 2022, will be the date for Spring Free Art Hapeville and December 3, 2022, will be the dates for the Winter Free Art Hapeville. David Burt will contact musicians for both dates.
- Atlanta Celebrates Photography – the Board decided to provide a date for ACP to get it on the calendar. The date chosen was Saturday, October 8th. David Burt will contact Cateye Creative to contract for this event.
- New Year's Eve Concert Event – Saturday, April 23, 2022, Darwin Conort will perform at the Academy Theatre. Susan Bailey also suggested creating a printed calendar of all our events for the year to pass out.
- Finding the Flint – there is not a date for the presentation at the Academy Theatre but Lorene Fey will give an update when available.

New Business

- 2022 Comprehensive Plan Update – David Burt motioned for Charlotte Rentz to represent the Board for Hapeville's 2022 Comprehensive Plan Update. Ellen Free seconded the motion and all approved. Charlotte Rentz said that these meetings will be opened to the public and encourage others to attend.

Announcements

- Bianca Howard gave an update on the presentation to DCA about Hapeville Main Street. Bianca Howard will put together her notes to send to the Board regarding DCA's feedback, along with the summary report that DCA provides. David Burt also gave a summary of his report to DCA from an Economic Development standpoint.

Adjourn

- A motion was made by Susan Bailey and seconded by Ellen Free to adjourn the meeting. Meeting was adjourned at 7:45PM.

Charlotte C. Rentz, President

Secretary

City of Hapeville
Statement of Revenues & Expenditures
 With Budget Comparisons
 Main Street Department
 Eighth Month Ended February 28, 2022

	Current Month	8 Month Ended 28-Feb-22	Annual Budget	Over (Under)
Revenues:				
MS Donations				
Expenditures:				
Professional	-	-	-	-
Festivals	3,600	21,473	20,000	(1,473)
Advertising	0	0	4,000	4,000
Printing & binding	0	1,581	1,000	(581)
Travel	0	0	5,000	5,000
Dues & fees	0	200	600	400
Education & Training	0	250	1,000	750
Contract Labor	0	0	3,300	3,300
Supplies	0	1,247	200	(1,047)
Other supplies	0	0	300	300
Site improvements	0	6,456	14,000	7,544
Total Expenditures	3,600	31,207	49,400	18,193

Transactions: 3
Festivals - Black History Month Project
 Giwayen Mata Performance - \$1500
 The Black Betty's Performance - \$1500
 Veronica Byrd Storytelling - \$600

100-GENERAL FUND
DEPARTMENT - MAIN STREET

% OF YEAR COMPLETED: 66.67

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	3,600.00	21,472.93	0.00 (	1,472.93)	107.36
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	1,580.94	0.00 (	580.94)	158.09
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	200.00	0.00	400.00	33.33
100-5-7550-523700 Education & Training	1,000	0.00	250.00	0.00	750.00	25.00
100-5-7550-523850 Contract Labor	3,300	0.00	0.00	0.00	3,300.00	0.00
TOTAL CONTRACTED SERVICES	34,900	3,600.00	23,503.87	0.00	11,396.13	67.35
SUPPLIES & MINOR EQPT						
100-5-7550-531100 Supplies	200	0.00	1,246.81	0.00 (	1,046.81)	623.41
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	1,246.81	0.00 (	746.81)	249.36
CAPITAL OUTLAYS > \$5000						
100-5-7550-541200 Site Improvements	14,000	0.00	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	0.00	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	3,600.00	31,206.59	0.00	18,193.41	63.17