Newkirk Main Street Inc.

Board Meeting Agenda

November 15th, 2021, at 5pm

1. **Minutes from October Board meeting:** Corrections, comments, approval
2. **September Treasurer’s Report:** Corrections, comments, approval
3. **New Business**
   1. **Discussion and possible vote:** Kay County Amphitheater Rental Agreement and Gift Agreement.
   2. **Discussion and possible vote:** approval of Event Calendar for 2022
   3. **Discussion and possible vote:** approval of design grant application for Mario Venegas in the amount of $500.
   4. **Discussion and possible vote:** the amphitheater have requested that proceeds from the Pumpkin Sale ($853) be donated to the amphitheater. The organization committee assisted with this event with the understanding that Newkirk Main Street’s portion of the proceeds would benefit the Newkirk Main Street general funds account. Please see minutes from October’s Organization committee meeting included.
   5. **Discuss:** with the exception of the Board meeting 12/20/2021& the City Commission Meeting 12/27/2021, Alyssa is requesting to close the office from December 20th to January 3rd. This will provide a much-needed respite and help to recoup some of the 272.5 hours that Alyssa has worked over in 2021.
4. **Old Business**
   1. **Discussion:** program director responsibilities and evaluation including feedback from OMSC is attached. Additionally, the organization committee has scheduled a work session to address this November 22nd at 4:30pm.
   2. **Charlie Adams Day**
      1. **Discuss**: (tabled until completion of work plan and CAD task list review by committees) possibility of removing primary responsibility of CAD from the promotion committee and forming a sub-committee to take this responsibility
5. **Reports**
   1. Office Report & Time Sheet
   2. City Sales Tax Report
   3. Reinvestment Report
   4. Volunteer Hours
   5. Committee Minutes / Reports
6. **Other Business**
7. **Upcoming Events**
   1. Nov. 25th & 26th NMS Office Closed Thanksgiving
   2. Dec 11th 10am -2pm Children’s Christmas Shop
   3. Dec 12th 12pm-2pm Adult Christmas Shop
8. **Next Meeting** – December 20th at 5pm
9. **Adjourn**