Newkirk Main Street Inc.

Board Meeting Agenda

November 16th, 2020

1. **Minutes from October board meeting:** Corrections, comments, approval
2. **October Treasurer’s Report:** not available due to illness in accountant’s office
3. **Old Business**
	1. Missing volunteer hours
4. **New Business**
	1. Board Member of the Year nomination
		1. Describe how the nominee has demonstrated leadership or exemplary service in the Main Street organization.
		2. Give examples of how the nominee has promoted Main Street ideals locally, statewide, or nationally.
		3. Describe the nominee’s role in the Main Street program and their relationship to the historic area: merchant, interested citizen, city employee, etc.
		4. Share other relevant information that will help describe the nominee.
	2. Children’s Christmas Shop – if a new location & date has been set, volunteers will be needed to assist with moving materials from the NMS Office to the new location.
	3. Christmas Break – seeking permission to close office from December 24th – January 4th as a holiday refresh.
		1. All hours for the month of December will be in before the 24th
5. **Reports**
	1. Office Report & Time Sheet
	2. City Sales Tax – OTC does not make these reports available until the 15th of the month. Please see separate handout.
	3. Reinvestment Report
	4. Volunteer Hours
	5. Committee Minutes – EV nonverbally cancelled for the month of November, the remaining committees have not met in November due to OMSC training and Veterans day.
6. **Upcoming Events**
	1. Every Friday – Chase the Ace drawing
	2. December 11th – Lunch Mob at Main Street Bakery
	3. TBA – Children’s Christmas Shop
	4. December 24th, 25th, 31st, January 1st – NMS Office Closed (Christmas / New Year’s)
7. **Other Business**
8. **Next Meeting** – December 21st at 5pm
9. **Adjourn**