Newkirk Main Street

Minutes of Board Meeting January 21, 2020

In attendance: Guests Faith & Robert Capone, Board members Dawn Brakey, Richard Hinthorn, Brady Barnes, Jane Thomas, Jason Shanks. Board members arriving late due to previous commitment: Sue Roy & Holly Cline; program director Alyssa McCleery was also present.

Due to the initial lack of quorum, items not requiring a vote were moved up in the agenda. the program director’s attendance at the National Conference was again discussed with Board members Barnes & Shanks inquiring as to whether attendance at the 2021 conference might be more cost effective. Director McCleery reiterated OMSC’s advice of 2021 would mostly likely be on the east coast and with this year’s conference being within reasonable driving distance would be the better option. It was agreed to allow the Director to go to this year’s conference.

Director McCleery shared copies of the annual evaluation that took place in December – several board members like the idea of joining the Oklahoma Center for Non-Profits for continuing education activities for the director as well as the board. The various reports were reviewed with Barnes wondering why the director was working Sundays in December. There were 2 weekend events held with 1 occurring on Sunday and the clean-up for the other event was done on Sunday.

The Design committee sent a letter to the Tuckers allowing them to re-submit design grants and the Tuckers have availed themselves of that opportunity. The Design committee will decide approval in February and if approved they will be on the board’s February agenda.

Everyone was appreciative of all the work that went into the by-law updates and will continue moving forward with the changes outlined in them.

Holly & Sue arrived to make quorum and the board quickly got down to business. December minutes were approved with a first from Brakey and a second from Shanks, remainder in agreeance. December Treasurer’s Report was approved with a first from Barnes and a second from Shanks, remainder in agreeance.

Design grants for Capone’s Hoagies (116 W 7th) were approved in the amount of $1750.00 after a discussion as to whether a board vote on these grants was necessary. Director McCleery explained that since board is responsible for all funds, it is probably best to continue with board having final approval on design grants. First Brady, second Brakey, remainder in agreeance.

Alyssa advised that Lisa is vehemently against changing the fiscal year and will resign from position of accountant if it is changed. This ties in with the brief discussion on the financial policy. It was determined that Karen Dye from the Historic Society will need to be worked with to get an accurate accounting of what items belong to Newkirk Main Street. Lisa advised that clients are recommended to maintain all records for 7 years and permission was granted to apply for the Charity Charge credit card issued by Commerce Bank. Equity no longer issues credit cards, and this is the only card Director McCleery was able to locate that is not tied to an individual’s credit report but rather the organizations 990. Board members agreed to come to February’s meeting with a list of recommendations of duties for the treasurer and the accountant. Vote on the financial policy was tabled pending further review.

Approval of budget was tabled until the February board meeting.

Meeting was adjourned with Brakey first, Shanks second.