Newkirk Main Street

Minutes of Board Meeting August 19, 2019

In attendance: Sue Roy, Jane Thomas, Richard Hinthorn, Jason Shanks, Holly Cline, Brian Hobbs, Janel Leaming, Brady Barnes, Maggi Hutchason. Staff present: Alyssa McCleery Guests: Mr and Mrs Robert Capone

Meeting called to order at 5:00 p.m. by President Sue Roy. Quorum was established.

**Approval of Minutes of July 15, 2019.** Motion by Thomas, second by Shanks to approve the minutes of previous meeting with corrections to the Executive Session vote and those present. Motion passed.

**Acceptance of Treasurer’s Report.** Report accepted. Recommendation was made to evaluate possible investment of funds not currently needed for operations. Request was made for clarification as to purpose of Horner Foundation funds.

**New Business:**

* Review and discussion of needs for definition and clarification on process for developing annual budget and creating financial policies. Maggi Hutchason has a draft of financial policies for the board to review and modify next month. Brady Barnes, Janel Leaming, and Holly Cline will review financial documents to help determine budget projections and present recommendations to the board.
* Project Manager McCleery recommends removing routine committee reports from the agenda with the expectation that the committee minutes will be included in the board packets and the committees will ask to be the agenda as needed for financial decisions.
* It is recommended that the by-laws be reviewed annually. Hutchason and Thomas will bring recommendations to the next board meeting.
* The board reviewed the current variety of definitions of how the Main Street District is defined and discussed pros and cons of changing the boundaries to include a larger area and additional businesses. The decision was tabled to next month.
* Robert Capone presented an offer to purchase 112 W 7th and described his vision for that building as one part of the development of commercial and residential property in that block. The board asked the Capone’s to exit the room briefly for further discussion. After the Capone’s returned, the consensus of the board was to consider a written contract at the next meeting.

President Roy had to excuse herself from the meeting due to another obligation and Vice-President Shanks resumed the meeting.

**Old Business:**

* Charlie Adams tasks were reviewed and assigned. Additional cookers are needed and board members will actively recruit.
* The current meeting schedule of 3rd Monday at 5:00 is working well.
* Regarding maintenance of the Hole in the Wall Park which belongs to the Historical Society, the consensus of the board was to discontinue any spraying and fertilizing of the park and board members will mow and recruit volunteers to clean as necessary.
* Reports reviewed include Office Report, Reinvestment Report, City Sales Tax, and Volunteer hours.

Committee reports from Organization and Economic Vitality included future meetings and plans. Promotion committee reminded board of Lunch Mob at Newkirk Senior Center August 21. Design committee approved the grants for Eisenhauer and Newkirk Tag Agency.

**Having completed the agenda, the meeting was adjourned at 6:30 p.m.**

Respectfully Submitted

Maggi Hutchason, Secretary