Newkirk Main Street

Minutes of Board Meeting September 16, 2019

In attendance: Sue Roy, Jane Thomas, Richard Hinthorn, Jason Shanks, Janel Leaming, Dawn Brakey, Maggi Hutchason. Staff present: Alyssa McCleery Guests: Tammy Ross from design committee, Mr. and Mrs. Robert Capone

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

**Corrected Minutes of July 15, 2019.** Motion by Thomas, second by Hinthorn to approve the corrected minutes of July meeting. All Aye. Motion passed

**Minutes of August 19, 2019**. Motion by Hinthorn second by Brakey to approve. All Aye. Motion passed.

**Treasurer’s Report.** Tabled due to lack of availability of current reports.

**Consideration, discussion and possible action to enter into Executive Session pursuant to and convened under authority of 25 O.S. Section 307.A.1 to consider Purchase of Real Estate Contract from Robert and Faith Capone dba Capone Investment LLC.** Motion made by Thomas, second by Brakey, to enter into Executive Session at 5:12. All Aye. Motion passed. Staff and guests left the room.

Motion was made by Shanks, second by Thomas to close Executive Session at 5:25. All Aye. Motion passed. Guests and staff returned. The board asked for clarification on the contract as to legal description and abstracting/closing costs to be responsibility of buyer.

**New Business:**

* **Consider and vote on “100 Residents” design project:** Motion made by Thomas, second by Shanks to approve $382 in the Design Committee Budget to complete/print the 33 x 50 traveling exhibit. All Aye. Motion passed.
* **Volunteers for Tall Grass Prairie Bike Tour needed. Sign-up sheet distributed.**
* **New Welcome to Newkirk Signs.** Consensus was to replace the signs in their current locations.
* **Chain of Command procedures needed** to clarify roles and responsibilities of staff, volunteers and committee when acting on behalf Main Street. Consensus was to address in by-laws.

**Old Business:**

* Budget and Financial Policy work was tabled.
* By-law review and amendments tabled.
* Definition of Main Street District boundaries tabled**.**

**Reports Received:**

* Office report
* Reinvestment report
* City Sales tax
* Volunteer hours

**Announcement: Orientation of Newkirk Leadership Class is Thursday Sept 26 at Newkirk Senior Center. Board and alumni invited to attend lunch at 11:30.**

Respectfully Submitted,

Maggi Hutchason, Secretary