

CAPE CHARLES, VA MAIN STREET, INC.

Regular Board Meeting Agenda

Monday August 9, 2021

In-Person & on Zoom

6:00 PM

6:00 pm

Call to Order; Roll Call

6:05 pm

Moment of Silence / Pledge of Allegiance

REGULAR BOARD MEETING:

6:10 pm

Order of Business:

- Welcome to new Board Member, John Hozey
- Thanks to retiring Treasurer, Paul Strong
- Celebration toast of our Designation
- Approval of meeting current agenda and prior meeting minutes from June as no meeting was held in July.
- Handouts: Committee Reports (*to include volunteer hours and trainings*)

6:15-6:45 pm

Executive Director/Administrative: Karen Zamorski/Patty Sepety (r)

- Quarterly Report Update
- Grant Status
 - DHCD: CDBG: update (r)
 - Northampton County (r)
- Best of VA – certificates/magazine (r)
- Walking Tour Update
- Ornament Sales of Bailey's (r)
- Love Sign Ornament (r)
- Events/Board/Volunteers
- New Designation Signage-status (r)
- Volunteer Coordinator Position (d)

6:45- 7:00 pm

President: Tammy Holloway (r)

- Ribbon Cuttings/New Business Announcements (d)
- **Exciting news!** Nomination for COVID Heroes Award Sept. 9th
- Train (r) (d)
- Congrats! New signage Strawberry & Mason
- Outreach for adding events to website (d)
- Succession Planning Discussion (d)

7:00-7:55 pm

Committee Updates – Written reports previously distributed

Promotions Committee: Ahren Foster & Sarah Fullam (10 min)

- SOCIAL MEDIA:
 - Updated stats (r)
 - Web launch marketing plan
 - Bench/planter sponsorship marketing
- EVENT PROMOTIONS:
 - Third Thursdays (r)
 - LOVE Fest Labor Day Weekend -Fri Sept 3rd-Mon Sept 6 (we have table)
 - Crabby Blues - Sept 18th (we will have table)

- Festive Fridays Committee kickoff???

Economic Vitality: Patsy Harris & Ken Butta (10 min)

- Main Street Connect-Sept __ 6PM location TBD-Best of presentation
- Website Launch (r)

Merchant Liaison: Terry Carney (5 min)

- Feedback from MOMA/Merchants – Business Hours and other info sharing (r)
- New business contact/feedback

Design Committee: Mollie Pickron & Reggie Widgeon (10 min)

- Banners (r)
- Sponsorship of benches update (r) -Reggie
- \$10,000 Design Grant update

Organization: Bill Stramm & Tom Weaver (15 min)

- Year-end financial reports (June 30, 2021-Paul Strong, Treas.)
- Financial report for prior month (as of July 31, 2021 Patty Sepety, Treas)
- New Budget (r)(v)
- New Chart of Accounts with code numbers (r)
- Fundraising kickoff mid-July (r)
- REVUP in Oct__?? (d)

Volunteer Committee: Patty Sepety (reporting until we get Chair) (5 min)

- Volunteer needs:
 - Board supervisors for
 - Merchandise sales at Events: 9/4, 9/11, 9/18
 - Merchandise & Bev sales-Third Thurs: 8/19, 9/16
 - Inventory of merchandise ASAP & cleanup
 - Items to be moved to storage
 - Someone in office as needed to answer phones and greet visitors
- Volunteer Coordinator fulfilment (r)
- Stats of Hours/Trainings for Maestro-be sure to include committee members (r)

7:55-7:56 pm NEW or UNFINISHED BUSINESS:

- Newsletter-Patty Sepety(r)

7:56-8:00 pm

Announcements/Important Dates

- Board Rally Meeting with Kyle Meyer – usually 4th Monday of the Month at 12:30
- Next CCMS Regular Board Meeting: 2nd Mondays: Sept. 13th
- COMMITTEE MEETINGS:
 1. ORGANIZATION: 4th Wednesdays 6 PM CCMS office/zoom hybrid
 2. ORG/Fundraising: 3rd Tuesdays 6PM CCMS office/zoom hybrid
 3. DESIGN: Grant meetings TBD
 4. ECONOMIC VITALITY: Main Street Connects 1st Mondays at 6 PM
 5. PROMOTIONS: Third Thursdays event September finale

SAVE THE DATES:

Work session: _____

COVID Heroes Award Ceremony VA Beach 9/9

Third Thursday 8/19, 9/16

LOVE Fest Labor Day weekend 9/4-9/6

Festive Fridays planning begins August (save dates: 11/26, 12/3, 12/10, 12/17, 12/24)

Crabby Blues 9/18

Main Street Connect Sept ____

Revup Oct ____ at Firehouse? TBD

D = Discussion

R= Report

V= Vote