

OLDE TOWN COVINGTON - BOARD MEETING

Date: Monday, April 24, 2023
Time: 12:00 PM
Location: Olde Town Covington - Conference Room
450 W. Main Street, Suite 100
Covington, VA 24426

MEETING MINUTES

CALL TO ORDER

A Board meeting of Olde Town Covington was held on Monday, March 27, 2023 at the Olde Town Covington Office, it began at 12:01PM and was presided over by Julie Stanley, Board President with Wanda Crawford, secretary, taking meeting notes.

ATTENDEES

Lisa Akers, Brad Armentrout, Wanda Crawford, David Crosier, Jaime Hale, Terri McClung, Jennifer Smith, Matt Smith and Julie Stanley.

Absent this date include: Kathy Downey, Christine Hodges, Theresa Hammon, Thomas Smals, Tom Sibold and Julie Stanley.

APPROVAL OF MINUTES

A motion to approve the minutes of the March board meeting was made by David Crosier and seconded by Jaime Hale. Approval was given by all in attendance.

A motion to approve the minutes of the called board meeting March 6th was made by David Crosier and seconded by Lisa akers. Approval was given by all in attendance.

COMMITTEE REPORTS

The Treasurer, Jaime Hale, reported the account balances for Olde Town Covington (\$25,223.74).

Adopt-A-Highway - Jaime Hale is organizing this and will let us know when a date has been selected. She has a group of volunteers.

Cork & Pork - BB not present for an update. Jennifer provided the most recent update on the event.

Executive Committee - Julie Stanley presented ideas on a vision statement.

Event Committee - Jennifer Smith reported that Cinco De Mayo is set for Friday, May 5th, Rock the Block is set for Friday, May 12th. Jennifer is working w/ Thomas for PSAs. All is going well. Tea at the Market was reported to be a success with a fantastic turnout.

Finance Committee - Jaime to email a budget out.

Merchants Committee - Lisa Akers is working w/ Terri for structuring of the committee. Hoping to organize a round table discussion/meeting.

Steering Committee - The steering committee met to discuss new policies as we move through Mobilizing Main Street as well as the secretary job description.

Volunteer Committee - Jennifer Smith stated that we will need several volunteers for the upcoming Cinco De Mayo Event and Cork & Pork. Requested everyone in attendance to encourage friends/family to volunteer. Will look into location groups and organizations for assistance such as Kiwanis, Peoples Bank, Boys Home, etc.

OTHER REPORTS

PARTNERSHIPS

Allegheny Highlands Economic Development Corporation

No one present this date. Bryan Thompson has been hired for the Interim Director's position.

Allegheny Highlands Chamber of Commerce

No one present this date.

Covington City Parks & Recreation

No one present this date.

Cov Designs

No update from John Morris, our web developer as he was absent this date however, Jennifer reports she and Julie are working closely with him to keep the website up to date.

4H Extension

Christine Hodges was not present this date. Farmer's Market is opening 05/20/23, there is a vendors meeting 05/08/23

Small Business Coordinator

Terri McClung has been named the Covington City Small Business Coordinator.

There was no Building Rehabilitation update.

Lumberjacks - will get in touch with Tommy Garten. They are still seeking house parents.

There was no Wal-mart sign update, David Crosier with Image Express, is awaiting measurements on the current sign.

EVENTS/PROMOTIONS



See event committee above for updates.

NEW BUSINESS/ACTION ITEMS

Julie asked for a motion to approve the increase of our internet service bill due to the Fiber Optic upgrade. A motion was made by David Crosier, a second by Lisa Akers. Approval was given by all in attendance.

Julie asked for a motion to approve all monies collected from alcohol sales and 50/50 from the benefit concert held at Cuccis go to the employees of the establishment. A motion was made by David Crosier, a second by Jennifer Smith. Approval was given by all in attendance.

Julie asked for a motion to approve the job description of the Olde Town Covington secretary. A motion was made by David Crosier, a second by Jennifer Smith. Approval was given by all in attendance.

Julie asked for a motion to approve the posting of the Olde Town Covington secretary position. A motion was made by David Crosier, a second by Matt Smith. Approval was given by all in attendance.

Julie asked for a motion to upgrade the current computer system the Olde Town Covington secretary uses. A motion was made by David Crosier, a second by Jaime Hale. Approval was given by all in attendance. Will begin pricing items.

OTHER

We are still looking for volunteers to assist with all upcoming events as is the Chamber with their events.

The Covington City Fund Disbursement (FY 2022) was requested for and a check will be written to Olde Town Covington.

ANNOUNCEMENTS

OTC Volunteer meeting will be held, Tuesday, April 25, 2023 in the OTC Conference room at 5:30PM.

ADJOURNMENT

Julie Stanley moved that the meeting be adjourned, and this was agreed upon and the meeting concluded at 12:54PM.

Secretary (signature)
Olde Town Covington

Date of Approval

Secretary (print name)
Olde Town Covington

