

OLDE TOWN COVINGTON - BOARD MEETING

Date: Monday, July 31, 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, July 31, 2023 at the Olde Town Covington Office, it began at 12:04PM and was presided over by Julie Stanley, Board President with Wanda Crawford, secretary, taking meeting notes.

ATTENDEES

Lisa Akers, Brad Armentrout, Wanda Crawford, Terri McClung, Thomas Smals, Jennifer Smith, Matt Smith Julie Stanley and Josh Taylor.

Absent this date include: David Crosier, , Jaime Hale, Christine Hodges, Theresa Hammond, Tom Sibold, and Bryan Thompson.

APPROVAL OF MINUTES

A quorum was present and a motion by Lisa Akers was made to approve the June 2023 meeting minutes with a second from Jennifer Smith.

COMMITTEE REPORTS

Adopt-A-Highway - Jaime Hale absent this date, will communicate with her.

Executive Committee - Julie Stanley reported with assistance from Terri McClung that they have been participating in “summer sessions” with the MMS initiative. Julie is exploring funding options/grants for an Executive Director, which is required to complete the MMS program. Jennifer Smith provided a motion to explore funding opportunities for an Executive Director with a second from Brad Armentrout.

Event Committee - Jennifer Smith reported “First Fridays in the Park: Christmas in July”, the free community pool party and small business pop-up on Friday, July 7th was fantastic and was well received based upon the community attendance. The next “First Fridays in the Park: I Love the 90s” is scheduled for Friday, August 4th 6:30p-8:30p. Still seeking volunteers to assist with monitoring the pool and those in attendance. Down on Main Street: Rock-N-Roll is still in need of volunteers for the bounce houses and the beer tent.

Merchants Committee - Business Before Breakfast event is scheduled for Friday, August 4th at 8:00AM and will be held at Good News Church. Terri confirmed there have been 50+ RSVPs.

Steering Committee - Did not meet in July. Julie Stanley proposed a regularly scheduled meeting of the first Monday of the month at Noon in the OTC Board Room.

Volunteer Committee - We are continually reaching out to various organizations and sports teams to acquire volunteers. Please advocate for the organization amongst family and friends so we can pull from a larger pool of volunteers for events. Julie Stanley proposed a restructuring of the Volunteer monthly meeting to a quarterly "Think Tank". Please see Action Items.

OTHER REPORTS

PARTNERSHIPS

Allegheny Highlands Economic Development Corporation

No one present this date. Email reminders are being sent however, no reply and no one is attending.

Allegheny Highlands Chamber of Commerce

Josh Taylor present and states the Chamber has 60+ RSVPs to the Federal Reserve breakfast. The MooMaw One Mile Swim is August 19th.

Covington City Parks & Recreation

Thomas Smals present and has the rundown of upcoming events:

Aug. 5th - Relay for Life at Jackson River Sports Complex

Aug. 12th - Street Scene & Kiwanis Club Duck Drop/Race

Aug. 19th - Down on Main Street begins at 3:30PM - Rock-N-Roll

Sept. 4th - Labor Day Parade and activities at Jackson River Sports Complex

Oct. 1st - Chamber Golf Tournament

Oct. 21st - Pumpkins in the Park

Oct. 27th - Hometown Halloween

Dec. 2nd - Covington Christmas Parade

4H Extension/Farmers Market

Christine absent this date. The Farmers Market is advertising extended hours for Street Scene.

Small Business Coordinator

See above for the Merchants committee.

EVENTS/PROMOTIONS

See event committee above for updates.

NEW BUSINESS/ACTION ITEMS

Grant Opportunity

Jennifer presented to the board a grant opportunity by Peoples Bank on the national level. Julie Stanley to look into further.

Action Items

Office Laptop Purchase (passed)

Julie Stanley and Jennifer Smith presented the options provided by Highlands Computers. The board discussed and selected the *17-75 Intel i5 (3.3-4.4 GHz) 512GB SSD 8GB Win 11 Home 17.3" Display for \$559.00*. A motion to move forward with this purchase was given by Thomas Smals and second by Lisa Akers.

Board Organization (passed)

Julie Stanley presented to the board to leave those currently holding a position on the board to remain in place and be exempt from the Board Elections today. A motion was made by Brad Armentrout with a second by Lisa Akers.

Board Elections (passed)

Jennifer Smith presented to the board to hold Board Elections at the conclusion of the meeting for the open seats of the board this date by paper ballot to be submitted to and counted by Secretary, Wanda Crawford and City Seat, Thomas Smals. A motion was given by Lisa Akers with a second by Matt Smith.

Volunteer Meeting Restructuring (passed)

Julie Stanley presented the board with the concept of eliminating the monthly volunteer meetings and to form a "Think Tank" for the community to attend quarterly. A motion was given by Jennifer Smith with a second provided by Matt Smith.

Cancel Volunteer Meeting (passed)

Jennifer Smith presented to the board that with the restructuring of the monthly volunteer meeting to a quarterly "Think Tank" meeting, that a formal vote would need to take place to cancel all remaining volunteer meetings as they are set forth on the Olde Town Covington bylaws. A motion to cancel the volunteer meetings was made by Lisa Akers with a second by Brad Armentrout.

Wal-Mart Sign (passed)

Jennifer Smith presented the board to have the Wal-mart Sign removed by Image Express to have it redone vs getting measurements prior. A motion was given by Lisa Akers with a second by Matt Smith.

OTHER

ANNOUNCEMENTS

The Executive Committee accepted the resignation of Kathy Downey from the Olde Town Covington Board due to time constraints.

ADJOURNMENT

Julie Stanley moved that the meeting be adjourned, and this was agreed upon and the meeting concluded at 12:58 PM.

Secretary (signature)
Olde Town Covington

Date of Approval

Secretary (print name)
Olde Town Covington