Regular Board Meeting Agenda
OTC Board Room
12:00

Monthly Board Meeting Consent Agenda

October 27, 2025 | 12:00 | OTC Board Room

The following items are proposed to be approved as part of the Consent Agenda. These items are considered routine and non-controversial. Board members may request any item be removed from the consent agenda for separate discussion or vote before proposal of approval of consent agenda items. *If a board member would like to remove an item for discussion they can do so by either email communication before the meeting or requesting the item be removed from the consent prior to approval*.

Consent Agenda Items:

1. **Approval of Agenda** – 10/27/2025 Monthly Meeting Agenda
2. **Approval of Previous Meeting Minutes** – 09/29/2025 Minutes
3. **Executive Director's Report** – Written report submitted by Kester
4. **Treasurer's Report / Financials** – September/October cash flow shared
5. **Committee Reports (Submitted in Writing):**
    - Design & Organization Committee Report **None sent- when is the next meeting?
    - Promotions &Economic Vitality Committee Report ** none sent- when is the next meeting?
    - Finance Committee- none submitted- when is the next meeting?
6. **Correspondence** – Tri-Fold Brochure attached- these were created for the Newcomers event at the chamber and to be passed out around town to get the word out about OTC

7. **Grant Updates or Approvals** – Kester has met with Alleghany Foundation more about the $20,000 grant and has given an update and a letter/request for a Summer Intern will be submitted for approval by 10/22

8. **Membership or Volunteer Updates** – received a $350 contribution from Jackson River Community Credit Union- broke up as $250 Bronze sponsorship for 2025 and $100 towards the Christmas Event
9. **Upcoming Events** –
    - 10/27/25- ABC Training **Directly after meeting**
    - 10/24/2025- Hometown Halloween- set up at 4PM
    - 11/12/2025- An Olde Town Christmas planning meeting @ 10AM OTC board room
    - 12/6/2025- An Olde Town Christmas & Parade
    - 12/31/2025- Times Square with an Olde Town Flair
    - Several 2026 events have been scheduled for the year and are listed on the brochure- more details to come later but save the dates for those so far

10. **Routine Policy Reviews / Renewals** (if needed)

Action Required: Motion to approve all items on the consent agenda as presented.

Motioned by: _____ Second by: _____

All In Favor? Yes or no If No:_____

Items pulled for further discussion: _____

_____

_____

Partner/ Ex-offico Updates:

- Small Business Coordinator- attached
- Parks and Rec- attached
- Chamber
- AHEDC
- 4-H Extension/Farmers Market
- Mayor

Items to be discussed outside of the Consent Agenda:

- **Investing $35,000 from the Payroll Account:** CD at Peoples Bank for 5 months- APY 3.85% (12 pay periods before then would be $17,148- there is 11 pay periods between now an 5 month maturity) checking account balance in payroll is $58,921 this would earn about $555 in interest. Investing $35k would leave over $6,700 extra to cover quarterly taxes and a cushion just in case.
- **Charging a vendor fee starting in 2026-** set a plan for each event
- **Discuss extending a board seat offer to Patsy Snead**

Additional Concerns/Topics:

Motion to adjourn by : _____ Second by: _____

All in Favor? Yes or No **If no: _____**