Regular Board Meeting Minutes
OTC Board Room
12:00

08/25/2025 | 12:00 | OTC Board Room

CALL TO ORDER: An Olde Town Covington board meeting was held on August 25, 2025, at the Olde Town Covington Board room beginning at 12:03 PM, presided over by Afton Griffin, Interim President with Secretary Wanda Crawford taking notes.

Attendees: Afton Griffin, Wanda Crawford, Tony O`Brien, Kester Dingus, Susan Crowder, Lisa Worley, Lisa Akers, Terri McClung and Lacy Meyers

Absence: C.W Smith, Tyler Sizemore, Josh Taylor, Jaime Hale, Jonathan Calloway, Lisa Sponaugle, and Christine Hodges,

Guests: none

Consent Agenda Items: Lisa Akers made a motion to approve all items on the consent agenda as presented. Second by: Terri McClung. All in Favor: Yes if No: None

Items pulled from consent agenda for discussion: None

Items to be discussed outside of the Consent Agenda:

1. Motion was made by Lisa W to approve the purchase of Microsoft Office for the two laptops at $12.00 per month for the first year and $20.00 per month thereafter. Lisa A. made a second and all were in favor
2. Lisa A, made a motion to set a budget of $5,000 For the New Years Eve event Tony made a second and all approved.

Additional discussions outside of Consent Agenda:

1. Kester thinks the board should take the Sellers and Servers class offered by the ABC board before the New Year's Eve event. This class will be held after October 27th. meeting from 1 to 3PM, Lunch will be provided. He also stated that plans for the Christmas event are moving right along and the merchants are working together with us to make this event great.
2. Some concerns were made regarding the update to our web site. This update was supposed to be completed by the end of June and is still not ready. We pay $125. per month plus $96. per email address per year. It was decided this needs to be looked into and Kester suggested it was good to make changes every 2 to 3 years.
3. Farmers Market is still a concern, Afton has reached out to Jacob Wright on the Advisory Board and has not gotten a response. OTC needs to know where we stand, who is in charge and how to handle this situation going forward . At the present time they are using all the benefits of our non profit EIN. Farmers Market is definitely an asset to OTC; it just needs organization.

Partner/ Ex-offico Updates:

- **Small Business Coordinator**: Terri submitted her written report on the Consent Agenda, she added that the ribbon cutting for Mountain Rush was well attended, she also noted the City Cafe seemed to be busy on Saturday with all parking spaces full
- **Main Street America:** No update at this time.
- **Parks and Rec:** Lisa W. submitted her written report and reminded everyone to not miss Matt Tucker at JRSC on August 30th.
- **Alleghany Highlands Chamber of Commerce:**
    i. 9/9 Small Business - SEO meets at MGCC - lunch provided
    ii. 9/11 Make- Room ribbon cutting at 4:30, followed by Merchant Meet Up at Hotel Collins Park 5:30 to 7PM
    iii. 9/17 Recover Virginia ribbon cutting 4:30
    iv. 9/28 Chamber Classic Golf Tournament at the Homestead
    v. 10/22 Newcomer Event
    vi. 11/14 Wine Pairing at the Mennefer
    vii. 11/19 Cash Mods thru 12/7 - Every Wednesday
- **Alleghany Highlands Economic Development**
    i. No update at this time.
- **Mayor:** Council member, Susan Crowder gave an update. Fred Forbes, the current Vice Mayor, will fill the Mayor's position until the end of the year. Interviews for District 1 are scheduled to begin tonight.
- **4-H Extension/Farmers Market:** Last Saturday will be 9/27

Next Meeting: Monday September 29,2025 at 12:00 noon at OTC Board room

Motion to adjourn made by: Lisa Worley **Second by:** Lisa Akers

All in Favor? Yes **If No:** none