Regular Board Meeting Minutes
OTC Board Room
12:00

September 29, 2025 | 12:00 | OTC Board Room

Call to Order: An Olde Town Covington board meeting was held on 9/25/2025 at the Olde Town Covington Board room beginning at 12:03PM, presided over by Afton Griffin, President, with Secretary Wanda Crawford taking notes.

Attendees: Afton Griffin, Wanda Crawford, Kester Dingus, Tony O`Brien, Susan Crowder, Lisa Akers, Terri McClung, Josh Taylor, Jaime Hale, Jonathan Calloway and Susan Sponaugle

Absent: Lisa Worley, Tyler Sizemore and Christine Hodges

Guests: None

Consent Agenda Items: Tony O`Brien made a motion to approve all items on the consent agenda as presented. Second by: _Lisa Sponaugle. All in Favor: Y/N Yes
Not in favor: None

Items pulled from consent agenda for discussion: None

Items to be discussed outside of the Consent Agenda:

Lumber Jacks: It is being discussed for OTC to partner with the Lumber Jacks as a fund raiser. This would entail running the concession stand, selling alcohol,running the sale of 50/50 raffles, etc. After some discussion it was decided to check into more details and bring it back for a vote.

Alleghany Foundation Grant: OTC has applied for a 100K grant. This was not fully approved since one of the requests was for payroll and payroll has been covered for part of 2026 by funding from the City. They have offered a $20K grant to enable us to do a business plan. This money can be used to attend seminars, travel expenses, meals, etc. this would give us more opportunity to check out the gift card program that is being used in Lexington, to purchase some gift cards to buy supplies for the office and see first hand how it works. Mary Donan made it clear to Kester that the Foundation wants to help Olde Town Covington.

Motion was made by Lisa S. to move forward with the 20K grant and seconded by Terri, all in favor.

Hometown Halloween: A motion was made by Jaime Hale to set a budget of $500. for this event and seconded by Lisa A. All in favor.

New Business: Beth Woodson wants to meet on Friday to discuss our website, social media, etc. and give us a quote on these services.

We need to reach out to John for a new bid. Currently we pay $1,932.00 per year. ($125/month, $96/email address/year)

Old Business:The original Farmer`s Market Memorandum of Understanding was signed 10/1/2012. A meeting needs to be set up with The Advisory Board,The City Manager, Kester,Afton and Christine to review,update and sign a formal agreement. It was also suggested to send out a Vendor Survey for their input on extending hours,any issues that need to be taken care of, also their thoughts on adding an additional day, using it for yard sales/flea market, etc.

Kester shared the Christmas Posters and Candy Canes that have been printed with the board and updated everyone on the Ad sales, to date we have sold around $1,700. In ads and most have been sent to the Virginian Review. He also suggested we do an ad for Atlantic Union Bank in appreciation of all they do for OTC.

He also reminded everyone of the Sellers and Servers Class following the October meeting from 1PM to 3PM. Lunch will be provided. Jonathan made a motion to set a budget of $350. and was seconded by Lisa A. All were in favor.

Partner/ Ex-offico Updates:

- Small Business Coordinator: Terri advised the board that MSA has put together a Tool Kit Ben Muldrow plans to schedule a visit in October to tour OTC and take pictures. Terri has uploaded in cams all the receipts from the Alley Gallery. She has not heard anything on this but feels we should be okay,
- Parks and Rec: No update
- Alleghany Highlands Chamber:
    - 10/1 Ribbon cutting Dr. Gary Pillow 11:30 AM
    - 10/2 Meet and Greet Alleghany County Board of Supervisors forum
    - 10/2 Tour Influencer will be in the area and plans to spend a lot of time in OTC on Saturday
    - 10/9 Alleghany Highlands School Board forum at Central Academy
    - 10/22 Newcomer Event
- AHEDC: No Update
- Mayor: No Update
- 4-H Extension/Farmers Market: No Update

Additional Concerns/Topics: None

Motion to adjourn made by :Jonathan Calloway at 1:13 PM Second: _Terri McClung.

All in Favor? Yes