

CAPE CHARLES, VA MAIN STREET, INC.

Regular Board Meeting Agenda

Monday June 14, 2021

Zoom Remote

6:00 PM

6:00 pm Call to Order; Roll Call

6:05 pm Moment of Silence / Pledge of Allegiance (only if at the office)

REGULAR BOARD MEETING:

6::10 pm Order of Business:

- Approval of meeting current agenda and prior meeting minutes
- Handouts: Committee Reports (*to include volunteer hours and trainings*)

6:15-6:45 pm Executive Director/Administrative: Karen Zamorski/Patty Sepety (r)

- Monthly meeting with Kyle for Designation Project (r) update
- Quarterly Report Due
- Grant Status
 - DHCD: CDBG: update (r)
 - Northampton County
- Best of VA Event (d)
- Workplans status-(d)
- VCU Student Project – (r)
- Walking Tour Update
- Love Sign Ornament
- Cape Charles Mermaid
- NEW: Raffle the Summer of LOVE sign (d) (v)

645- 7:00 pm President: Tammy Holloway (r)

- Cape Charles Day (r)
 - New Ornament sales kickoff (r)
 - Other merchandise sales (r)
- New Designation Signage on order-status (r)
- Ribbon Cuttings/New Business Announcements (d)

7:00-7:50 pm Committee Updates – Written reports previously distributed

Promotions Committee: Ahren Foster & Sarah Fullam (10 min)

- SOCIAL MEDIA:
 - Updated stats on Social Media Marketing prior month/ytd (r)
 - Web launch marketing plan
- EVENT PROMOTIONS:
 - Third Thursdays (r)
 - 4th of July? (table)
 - LOVE Fest Labor Day Weekend -Fri Sept 3rd-Mon Sept 6 (we have table)
 - Crabby Blues - Sept 18th (we will have table)

Economic Vitality: Patsy Harris & Ken Butta (10 min)

- Main Street Connect-last meeting summary, upcoming meetings (r)
- Website Update/Launch Date

Merchant Liaison: Terry Carney (5 min)

- Feedback from MOMA/Merchants – Business Hours and other info sharing (r)
- New business contact/feedback

Design Committee: Mollie Pickron & Reggie Widgeon (10 min)

- Banners (r)
- VA Main Street Downtown Investment Grant (DIG) status (r)
- Design presentation by Frazier & Associates (r)
- Sponsorship of benches (r) -Reggie

Organization: Bill Stramm & Tom Weaver (10 min)

- New Budget status (r)
- Financial Update for prior month
- Fundraising kickoff-June 15th
- Approval needed for Patricia M. Sepety to replace Paul Strong as signer on bank accounts with full access to all CCMS bank accounts.

Volunteer Committee: Patty Sepety (reporting until we get Chair) (5 min)

- Volunteer needs:
 - Board supervisors for Merchandise Table
 - Events: 6/12, 7/4, 9/4, 9/18
 - Merch & Bev-Third Thurs: 6/17, 7/15, 8/19, 9/16
 - Inventory of merchandise by end of June
- Volunteer Coordinator fulfilment
- Stats of Hours/Trainings for Maestro-be sure to include committee members (r)

7:50-7:55 pm NEW or UNFINISHED BUSINESS:

7:55-8:00 pm

Announcements/Important Dates

- Board business cards ready for pickup
- Website launch Date _____??
- Board Rally Meeting with Kyle Meyer – usually 4th Monday of the Month at 12:30
- Next CCMS Regular Board Meeting: 2nd Mondays: July 12th 6PM
- COMMITTEE MEETINGS:
 1. ORGANIZATION: 4th Wednesdays 6 PM CCMS office/zoom hybrid
 2. ORG/Fundraising: 3rd Tuesdays 6PM CCMS office/zoom hybrid
 3. DESIGN: Grant meetings TBD
 4. ECONOMIC VITALITY: Main Street Connects 1st Mondays at 6 PM
 5. PROMOTIONS: Third Thursdays event planning and promo TBD

SAVE THE DATES:

Work session: **June 28th _____AM or PM**

Third Thursdays in summer 6/17, 7/15, 8/19, 9/16

Best of VA June/July date TBD

July 4th parade (**holiday falls on Sunday, so Monday office closed**)

MS Connect Mon. July 5, 2021 6PM (should this be moved due to holiday?)

LOVE Fest Labor Day weekend 9/4-9/6

Festive Fridays planning begins in August

Crabby Blues Sept. 18th

Revup Oct TBD

D = Discussion

R= Report

V= Vote