

CAPE CHARLES, VA MAIN STREET, INC.

Regular Board Meeting Agenda

Monday January 13, 2020

718 Randolph Ave, Cape Charles VA

6:00 PM

6:00 pm Call to Order; Roll Call & Welcome Guests

6:05 pm Moment of Silence / Pledge of Allegiance

Order of Business:

- Approval of meeting current agenda and prior meeting minutes
- Handouts: Committee Reports

6:10 pm Program Director/Administrative: Karen Zamorski/Patty Sepety (r)

- Map Project – progress (r)
- Designation Goals/Status
- Merchandising: Update
 - Ornament Sales
 - Online Sales
- Ribbon Cutting Event- Jan/Feb
- FF – Wrap up and survey
- Pledge form for Board & future mail outs (d) (v)
- Annual Confidentiality & Conflict of Interest form updates (d)
- Next Year's Ornament
- Drop Box Training
- Maestro Training

6:40- 6:50

President: Tammy Holloway (r)

- General notes from President
 - Eastern Shore Virginia Community Foundation. (ESVCF) Grant - Status
 - Status of Summer of Love Grant Reconciliation
 - VTC MLP Winter 2019 Grant Project Status: 5 k matching grant
 - Discover Cape Charles Virginia's Cape is the campaigning
 - Map
 - Social Media campaign
 - VTC MLP 2109 December application, Awarded January 2020
 - Final December 17th
- Project/event/ program process: \$ and who we represent
- Kyles Visit December 11th
- Funding
- Stakeholder/Assignments
- Feb Retreat Plan

6:50-7:50 pm

Committee Updates – Previously distributed – Questions Only

- a. Promotions Committee: Patsy Harris (7:00-7:20)
 - i. Festive Fridays Update-
 - ii. Website - Status

- b. Economic Vitality: Laura Dodson (7:20-7:30)
 - i. Festive Friday Survey Results
 - ii. Designation - Work on Business Survey
 - iii. Next Main Street Connect?

- c. Organization: Bill Stramm/ Donna Moyer (7:30-7:40)
 - i. Fundraising
 - ii. Newsletter
 - iii. By-Laws
 - iv. Call for Board Members
 - v. Evaluation process for employees
 - vii. Budget status

- d. Design Committee: Mollie Pickron- (7:40-7:50)
 - i. SSP Use/Next steps
 - ii. Strawberry Street: Committee/Process
 - iii. Wayfinding
 - iv. Parking

7:50-7:55 pm

Announcements/Important Dates

- Next CCMS Meeting: Monday Feb10th 6PM
- COMMITTEE MEETINGS:
- PROMO:
- ORG: 4th Wednesdays 6 PM CCMS office
- ORG: Fundraising: 3rd Tuesdays 6 PM
- DESIGN: Monday, January 27th 6 PM
- EV:

SAVE THE DATES: Retreat Feb 8th

Motion to Adjourn

D = Discussion

R= Report

V= Vote