

**AMSA BOARD OF TRUSTEES  
MEETING AGENDA  
August 25, 2022 12:00PM-1:00PM**

**ARDMORE MAIN STREET AUTHORITY 101 W MAIN ST. ARDMORE, OK 73401**

NOTICE: Official action can only be taken on items which appear on the agenda. The Board may adopt, approve, ratify, deny, defer, recommend, amend, strike, or continue any item. When more information is needed to act on an item, the Board may refer the matter to the General Manager. The Board may also refer items to standing committees of Main Street. Under certain circumstances, items are deferred to a specific later date or stricken from the agenda entirely.

1. **CALL TO ORDER AND ROLL CALL** Sherri Snyder
  
2. **CONFIRMATION OF COMPLIANCE WITH OPEN MEETINGS ACT** Sherri Snyder  
Posted August 22, 2022, during routine business hours
  
3. **BUSINESS REPORTS AND PERSONAL POSITIVES** 22-23 BOT  
Introduction of Kelly Bell New Administrative Assistant
  
4. **SECRETARY'S REPORT** Julie Maher  
\*\*Consideration and possible action to approve the minutes from the board meeting on July 28, 2022, and approval or rejection of any amendments proposed and considered by the Trustees attending the meeting.
  
5. **TREASURER'S REPORT** Cindy Huggins  
\*\*Consideration and possible action to accept the July 2022 Financial Report and approval or rejection of any amendments proposed and considered by the Trustees attending the meeting.  
ATA Check not Posted  
Note Regarding Tivoli Sale: Tivoli Removed from Assets due to Sale:  
CPA Note: I am estimating a book value of \$115,276.47 remaining as of July 1, 2022. Since the funds were received in July, I have made entry to remove from balance sheet and net against sale proceeds. Gain on Sale \$9,203.37 recorded under operations  
  
\*\*Consideration and possible action to approve the transfer funds from Special Projects Account in the Amount of \$3,400 to cover landscaping / flowers beds as needed until June 2023. and approval or rejection of any amendments proposed and considered by the Trustees attending the meeting.
  
6. **COMMITTEE REPORTS AND RECOMMENDATIONS**
  - a. **Promotions Committee** Allison Meredith  
Chair: Erica Jo Chapman  
October – November – December // Events in the Works
  
  - b. **Design Committee** Julie Maher  
Chair: Lindsey Walker
  
  - c. **Economic Vitality Committee** Chair Carrie Phrem

- d. **Organization Committee** Sherri Snyder  
\*\*Consideration and possible action to approve the job descriptions of a general manager and assistant general manager and approval or rejection of any amendments proposed and considered by the Trustees attending the meeting. (Copies Enclosed)

- e. **Fundraising Committee** Sherri Snyder  
Car Raffle Handout

7. **SANTE FE BUILDING UPGRADES/REPAIRS** Todd Yeager  
\*\*Consideration and possible action to approve the bid of H&E Roofing in the amount of \$3850 for the repair of the Santa Fe Depot Roof from the Special Projects Account. and approval or rejection of any amendments proposed and considered by the Trustees attending the meeting. 3 Bids Received

8. **OFFICE WORK**

Branding Package – Completed – New Logo enclosed  
Website – Live—Ideas send to Allison [www.ardmoremainstreet.com](http://www.ardmoremainstreet.com)  
New sign for front of building-in the works  
Check out the windows for merchant displays  
3<sup>rd</sup> Thursday Shopping start up 200/Monthly Depot Dollars giveaway  
November 5<sup>th</sup> Park to Park Walk – Sponsor Ardmore Institute of Health  
Army Run Downtown  
Investors opportunity to share digital billboard with AMSA  
Sept – Oct – Jan – Feb – March for \$125/Month

9. **ANNOUNCEMENTS**

Sherri Snyder

BOT Annual Contributions - Enclosed  
Non-Profit Board Training – October 12 Lunch Hour  
September Investors and Express Partners Membership Campaign  
\$360 and \$500 – Included in Packet Major Sponsor Requests for the Year  
Race for Time at Depot Park Sept 17<sup>th</sup> (Fundraiser for Pediatric Cancer)

10. **NEW BUSINESS**

Sherri Snyder

As defined by the Oklahoma Open Meeting Act 25 OK Statutes § 311 (A) (9) as “matters not known about or which could not have reasonably been foreseen prior to the time of posting the agenda”.

11. **ADJOURN MEETING**

Sherri Snyder