



Main Street Milton  
Board of Directors' Meeting  
May 30, 2018, 5:30 p.m.

MINUTES

- I. The meeting was called to order by Acting President Sharon Henderson at 5:26 p.m. She welcomed the Board and noted that a quorum was present. All members were present. The chair asked Executive Director Ed Spears to include "Approval of Agenda" on future meeting Agenda. He agreed. The agenda was followed as presented.
  
- II. Minor corrections to the meeting minutes of April 30, 2018 were noted. Mr. Compton noted the changes and agree to include them. Ms. Henderson made a motion to approve the amended minutes. Ms. Sharp seconded the motion. The motion passed unanimously.  
  
The Board reviewed the minutes from the March 5<sup>th</sup>. Ms. Sharp made a motion to approve as presented. Ms. Henderson seconded the motion. The motion passed unanimously.
  
- III. Treasurer's Report – No report was available.
  
- IV. Mr. Spears presented the 30/60/90 Day Work Plan. Discussion followed. Ms. Henderson made a motion to approve as presented. Mr. Compton seconded the motion. The motion passed unanimously.
  
- V. Mr. Spears gave an overview of the Corporate Bylaws. He recommended that a special Bylaws Workshop Meeting be scheduled to review the bylaws in depth. The workshop was scheduled from 11-1 p.m. on June 13.
  
- VI. Mr. Spears reviewed the Program Area Map and presented the original MSM boundary map, the Downtown CRA Boundary map, the historic district map and the current zoning map to see areas that overlap and that are outliers. After consulting with state officials, it was determined that the state had not officially reviewed the MSM service area, but that the boundaries could change. He advised that he will bring back a recommended map at a future date following discussion with state officials at the annual conference. The Board agreed and advised to continue with the MSM service area as approved by City Council until a future decision is made.
  
- VII. Mr. Spears presented the MSM Proposed Budget 2018 budget. He advised that he would be recommending that MSM modify our fiscal year to coincide with the City of Milton, as the primary

funding source. The budget is an item required by the Agreement with the City to be submitted annually. Mr. Compton made a motion to approve the proposed budget. Ms. Henderson seconded the motion. The motion passed unanimously.

- VIII. Mr. Spears presented the MSM Event Center Sign proposal. Discussion followed. Ms. Henderson requested a “cleaner”, easier to read font. She agreed to provide samples to Mr. Spears. Mr. Spears agreed to incorporate those comments and send a revised version to the members. He requested that the Board approve the expenditure. They approved without objection.
- IX. Mr. Spears advised the Board that he was planning a Meet & Greet Event at the Event Center with the MSM Board, City Council and Whiting Field Command Staff. The event would be “A Taste of Milton” featuring local restaurants. He advised it would be scheduled for after the new sign was installed. He requested authorization for up to \$500 for costs related to the event. The Board concurred without objection.
- X. Mr. Spears presented the Main Street Business Improvement Program. This commercial façade program will provide grants and loans to businesses for signs, exterior improvement and other start-up or expansion costs. Discussion followed. Mr. Compton made a motion to approve the program. Ms. Henderson seconded the motion. The motion passed unanimously.
- XI. The next Board meeting was scheduled for July 11 at 4:30 p.m.
- XII. Mr. Spears advised that most in his Executive Director’s Report were disposed of previously in the meeting.
- Mr. Spears requested authorization to reimburse Ms. Henderson for travel expenses paid on behalf of MSM to the mandatory state conference. He advised that he had copies of all receipts. Ms. Sharp made a motion to approve the reimbursement. Mr. Compton seconded the motion. The motion passed unanimously.
- Mr. Spears requested authorization to interview and hire the Events Coordinator, as provided by in the Agreement with the City of Milton. Ms. Sharp made a motion to approve. Ms. Henderson seconded the motion. The motion passed unanimously.
- Mr. Compton made a motion to accept event coordination from the City for Downtown Events upon the hiring of the Events Coordinator. Ms. Henderson seconded the motion. The motion passed unanimously.
- XIII. Old Business - None
- XIV. New Business – Mr. Compton presented Mr. Spears with a copy of the “Library Square” proposal for his information. Ms. Henderson advised that she had some written information on a possible “retention policy” that she would forward to Mr. Spears.
- XV. With no further business to transact, the meeting was adjourned at 6:57 p.m.

Respectfully submitted, Mr. Vernon Compton, Secretary