

The Richmond Main Street Initiative, Inc.
Revitalizing Historic Downtown



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MEETING OF BOARD OF DIRECTORS - MINUTES

Thursday, August 13, 2020 | 4:30 pm

Present: Billy Ward, Charlene Smith, Cynthia Haden, Michael K. Martin, Sarah Wally, Xavier Abrams

Staff: Vivian Wong, Alicia Gallo, Ronnie Mills

Absent: Robert Rogers, Tami Steelman Gonzales, Yvette Williams Barr

I. Opening of the Meeting

Meeting was opened by Michael Martin at 4:38 pm.

II. Review and Approval of August 13, 2020 Agenda

Xavier Abrams moved for the approval of the agenda. Cindy Haden seconded the motion. The agenda was unanimously accepted and approved.

III. Public Comment

No public comment.

IV. Review and Approval of June 30, 2020 Minutes

Michael Martin moved for the approval of the June 30, 2020 minutes. Cindy Haden seconded the motion. The minutes were unanimously accepted and approved, with one abstention by Xavier Abrams, who was not present at the June 30, 2020 meeting.

V. EDA Grant Application Updated Scope and Budget

Present final scope at the September Board meeting since the details are not yet finalized.

VI. Financials

Billy Ward moved for the approval of the July 2020 Profit & Loss and Balance Sheet. Xavier Abrams seconded the motion. The financials were unanimously accepted and approved.

VII. Monthly Budget

Board discussion topic. Sarah Wally, Board Treasurer, walked Board members through 2020 actual cash basis monthly budget based on today's knowledge of confirmed expenses and income for the rest of 2020. The Executive Director will work on continued fundraising efforts to ensure the nonprofit grow in revenue.

VIII. Administrative Update

- A new volunteer landscaper for Community Green Space starts later this month
- July 31st Beautification Project and pitch for this to be a quarterly event with possible funding from Kiwanis
- August 8th Virtual Merchant Showcase was success
- August 27th Business Workshop on accessing capital & restricting debt
- September Scavenger Hunt – postponed due to other pressing projects
- Current Grants (United Way, CoBiz, Mechanics Bank)
- Square Partnership
- Grants in the pipeline (DBO, EDA, Visit Richmond CA)
- Corporate Sponsors in the pipeline (Target, 1st NorCal CU)
- Ergonomic Evaluations
- Setting Up VPN
- Two Week Trial Run for Staff to Operate without ED

VI. Committee/Event Updates

a. Promotions & Fundraising – Michael Martin, Yvette Barr

Update: Virtual Spirit & Soul Concert on Oct. 17, 2020 will be pre-recorded by artists and Livestreamed via YouTube and Facebook Live.

b. Clean & Safe – Cindy Haden

Action: Cindy Haden agreed to start monthly committee meetings again.

c. Economic Development – Charlene Smith

Action: Charlene Smith agreed to start monthly committee meetings again.

VII. Other Business/Good of the Order - None

VIII. Meeting adjourned: 5:46 pm

Next meeting: September 10, 2020, at 4:30 pm via Zoom