



Monthly Meeting

Historic Uptown Susanville Association

701 Main St. Uptown
Susanville, CA 96130

Tuesday, May 5, 2009

APPROVED

The meeting was called to order by President Kathie Garnier at 12:09 PM.

Members present: Kathie Garnier John Shaw
Michelle Zubillaga Geoff Pregill

Also in attendance: Richard Sorem, Patti Hagata

John Shaw made a motion to approve the minutes of April 7, 2009 as presented. Motion seconded by Geoff Pregill. Motion carried unanimously.

The Treasurer's Report was emailed by Penny Artz to John Shaw as she was unable to attend today's meeting. John Shaw presented Treasurer's Report. (See attached)

Public Comment:

Patti Hagata, Chamber of Commerce Director reported on the upcoming Main Street Cruise which will this year include a Motorcycle Exhibition. There was discussion of possible sidewalk sales in conjunction with the Main Street Cruise as well as a poker walk for a cash award and raffle for items from uptown merchants. The HUSA board will discuss the sidewalk sales and poker walk in further detail and will consider overseeing these activities during the event. Patti informed us of a new business in the area, Customer Talk, which will be located next door to Primo Deli. There will be a grand opening event on 5/27/2009. The June Chamber Mixer is planned for the Roseberry House. Patti also touched on the Chamber's Shop Local Campaign and distributed posters to all in attendance. The Chamber will be hosting the Nevada Classic Car Group on June 1, 2009, goodie bags with area information will be distributed to all attendees. Patti further reported that there is talk of a Hot Air Balloon Race possibly this fall or next spring. Ten balloons have already committed to the event.

Committee Reports:

Update on Trash Receptacles and Benches. The bench at the corner of Roop Street (My Favorite Things) is not yet installed; the City needs to pour some concrete at the location in order to install the bench properly. There has been a complaint made about the bench in front of Uptown Cinemas. After some discussion as to options, it was decided that we will see what transpires further in this regard.

Ten (10) new trash receptacles are to be installed May 9, 2009 by some HUSA members with the assistance of Darrell Campbell of the City. The City will relocate the old receptacles within the district. It was reported Dan Douglas of the local County Bus Transportation System is on board to possibly purchase a matching 6' bench for installation at Gay and Main Streets.

On Going Business:

Monthly "Clean Sweep Award" recipient– Tabled. A reminder was made by Michelle Zubillaga that there are 3 past awarded recipients to whom certificates need to be delivered. Michelle Zubillaga is also currently working on an updated list of businesses within the District where certificates may be redeemed.

Update on Revised Agreement for Administration of District with City of Susanville. As reported by Richard Sorem, Peter Talia (City Attorney) is taking this matter in steps. Step 1-was to see if HUSA was going to remain in existence. Step 2-status of assessments which we will know after the Council meeting on May 6, 2009. Step 3-agreement to Council for review possibly in June.

Update on By-Law Revision. To be continued in future meetings.

New Business:

Board Member Openings – No applications yet.

Clean-up prior to HUSA and Chamber Events – For the months of May thru September it was discussed that a service organization such as Boy Scouts, 4-H, etc. could be hired to clean the District prior to planned events and to plant flower buckets located throughout the District. HUSA will donate the flowers. Geoff Pregill made a motion to hire clean-up services throughout the District monthly from May thru September for a cost not to exceed \$200 per month by a service organization to be determined. John Shaw seconded the motion and it carried unanimously.

Date for Fall Crafter's Festival – Sept. 18 and 29, 2009. Michelle Zubillaga made a motion confirming the date and setting a budget of \$750.00 for the event. Michelle Zubillaga amended the motion to increase the budget for the event from \$750.00 to \$900.00. Geoff Pregill seconded the motion and the motion carried unanimously.

Location of future HUSA Board Meetings – There was discussion concerning possible optional meeting locations. It was decided the Board will continue to meet upstairs at Susanville Real Estate.

Meeting adjourned at 1:10 pm.

Respectfully submitted,

Michelle D. Zubillaga

Historic Uptown Susanville Association
Profit & Loss YTD Comparison
 July 2007 through May 2008

Accrual Basis

	<u>Jul '07 - May 08</u>	<u>Jul '07 - May 08</u>
Ordinary Income/Expense		
Income		
Assessment Income	17,099.22	17,099.22
Event Income		
Booth Rentals	510.00	510.00
Total Event Income	<u>510.00</u>	<u>510.00</u>
Total Income	17,609.22	17,609.22
Expense		
Advertising	1,044.64	1,044.64
Dues, Fees, Subs & Pubs	20.00	20.00
Events		
Donations Made	1,525.00	1,525.00
Entertainment	250.00	250.00
Supplies	32.07	32.07
Total Events	<u>1,807.07</u>	<u>1,807.07</u>
Insurance		
Liability	448.00	448.00
Total Insurance	<u>448.00</u>	<u>448.00</u>
Office Expense	38.80	38.80
Outside Services	65.00	65.00
Postage	171.27	171.27
Printing	195.21	195.21
Special Projects		
Licenses & Permits	112.00	112.00
Total Special Projects	<u>112.00</u>	<u>112.00</u>
Total Expense	<u>3,901.99</u>	<u>3,901.99</u>
Net Ordinary Income	13,707.23	13,707.23
Other Income/Expense		
Other Income		
Interest Income	48.42	48.42
Total Other Income	<u>48.42</u>	<u>48.42</u>
Net Other Income	48.42	48.42
Net Income	<u><u>13,755.65</u></u>	<u><u>13,755.65</u></u>

Historic Uptown Susanville Association
Profit & Loss
May 2009

Accrual Basis

	<u>May 09</u>
Ordinary Income/Expense	
Expense	
Outside Services	21.87
Postage	43.26
Total Expense	<u>65.13</u>
Net Ordinary Income	<u>-65.13</u>
Net Income	<u><u>-65.13</u></u>

Historic Uptown Susanville Association
Balance Sheet
As of June 1, 2009

Accrual Basis

	<u>Jun 1, 09</u>
ASSETS	
Current Assets	
Checking/Savings	
BofA Savings	
Administration	784.00
Discretionary	1,560.00
Events	105.48
Gift Certificates	150.00
Operating Fund	2,359.75
Parking	2,166.00
Special Projects	4,217.00
BofA Savings - Other	65.81
Total BofA Savings	11,408.04
Cash	76.43
Operating Account	209.46
Total Checking/Savings	11,693.93
Total Current Assets	11,693.93
TOTAL ASSETS	<u>11,693.93</u>
LIABILITIES & EQUITY	
Equity	
Opening Bal Equity	8,568.78
Retained Earnings	27,150.86
Net Income	-24,025.71
Total Equity	11,693.93
TOTAL LIABILITIES & EQUITY	<u>11,693.93</u>

Historic Uptown Susanville Association

Trial Balance

As of May 31, 2009

Accrual Basis

	May 31, 09	
	Debit	Credit
BofA Savings	65.81	
BofA Savings:Administration	784.00	
BofA Savings:Christmas Festival Allocation	0.00	
BofA Savings:Christmas Lights Allocation	0.00	
BofA Savings:Discretionary	1,560.00	
BofA Savings:Events	105.48	
BofA Savings:Gift Certificates	150.00	
BofA Savings:Operating Fund	2,359.75	
BofA Savings:Parking	2,166.00	
BofA Savings:Special Projects	4,217.00	
Cash	76.43	
Operating Account	209.46	
Transfer Account	0.00	
Christmas Lights	0.00	
Prepaid Booth Rentals	0.00	
Opening Bal Equity		8,568.78
Retained Earnings		27,150.86
Assessment Income		704.37
Event Income		20.00
Event Income:Booth Rentals		560.00
Advertising	957.87	
Events	75.00	
Events:Donations Made	1,500.00	
Events:Entertainment	260.00	
Events:Equipment Rental	171.60	
Events:Supplies	9.65	
Insurance:D & O Insurance	2,438.00	
Insurance:Liability	548.00	
Materials	140.41	
Office Expense	84.73	
Outside Services	167.49	
Postage	101.26	
Special Projects	18,901.10	
Interest Income		45.03
TOTAL	37,049.04	37,049.04