

Monthly Meeting

Historic Uptown Susanville Association
701 Main Street
Susanville, CA 96130

Tuesday, February 2, 2010

APPROVED

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

Members present: Kathie Garnier Geoff Pregill Susan Baxter
 Michelle Zubillaga John Shaw Penny Artz

Also in attendance: Lisa Bernard, Richard Sorem

Susan Baxter made a motion to approve the minutes of January 5, 2010. John Shaw seconded the motion; motion carried unanimously.

The treasurer's report was presented by Penny Artz (see attached).

Public Comment: Richard Sorem suggested we have a liaison with the City Treasurer to obtain updated financial information and that we also have a board member attend the City Council meeting on the third Wednesday of each month. We should draft a letter to Peter Talia with a cc to Robert Porfiri requesting information on a monthly basis per the new agreement between HUSA and the City of Susanville.

Lisa Bernard from KSUE/KJDX made a radio advertising proposal. This matter will be placed on the agenda for the March 2, 2010 meeting, as an action item.

Committee Reports:

Status of Crosswalks – Discussion ensued. Richard will prepare a letter to Cal-Trans and the City of Susanville for review by the HUSA Board. The letter will be in the form of a petition that we can take throughout the District for signatures as a step in proceeding with the project.

Update on improvement of empty lot next to Johnson's Shoes – Richard Sorem reported on details of lease to be drawn up for the two-thirds portion of the lot owned by Tim and Geana Nobles. It will be a 5 year lease, renewable annually after the first 5 years. HUSA will be responsible for paying \$100 per month for the lease plus property taxes and insurance. Richard feels the City of Susanville needs to be on the lease and Richard will meet to discuss the issue with Peter Talia. We need to finalize a plan before we start any physical improvement.

A Committee Meeting to work on the 2009-2010 Annual Report and 2010-2011 Budget was scheduled for 2/16/2010 at 12:00 Noon at our regular meeting place above Susanville Real Estate.

ON-GOING BUSINESS

"Clean Sweep Award" Recipient for February 2010 – Michelle Zubillaga made a motion to nominate Iron Horse Gym. Penny Artz seconded the motion. Motion carried unanimously.

NEW BUSINESS

Kathie Garnier reported that she had received a letter of resignation from Amy Myers. A letter of interest for a board member position has been submitted by Lisa Bernard. John Shaw made a motion to appoint Lisa Bernard as a new board member. Susan Baxter seconded the motion. Motion carried unanimously.

Meeting adjourned at 12:57 p.m.

Respectfully submitted,

Michelle D. Zubillaga, Secretary

Historic Uptown Susanville Association
Profit & Loss
January 2010

Accrual Basis

	<u>Jan 10</u>
Ordinary Income/Expense	
Expense	
Advertising	850.86
Outside Services	19.00
Postage	41.80
Taxes	
Sales Tax	1.18
Total Taxes	<u>1.18</u>
Total Expense	<u>912.84</u>
Net Ordinary Income	<u>-912.84</u>
Net Income	<u><u>-912.84</u></u>

Historic Uptown Susanville Association
Profit & Loss Prev Year Comparison
 July 1, 2008 through February 1, 2009

Accrual Basis

	Jul 1, '08 - Feb 1, 09	Jul 1, '07 - Feb 1, 08	\$ Change	% Change
Ordinary Income/Expense				
Income				
Assessment Income	704.37	10,016.42	-9,312.05	-93.0%
Event Income				
Booth Rentals	510.00	510.00	0.00	0.0%
Event Income - Other	20.00	0.00	20.00	100.0%
Total Event Income	<u>530.00</u>	<u>510.00</u>	<u>20.00</u>	<u>3.9%</u>
Total Income	<u>1,234.37</u>	<u>10,526.42</u>	<u>-9,292.05</u>	<u>-88.3%</u>
Expense				
Advertising	957.87	1,019.64	-61.77	-6.1%
Dues, Fees, Subs & Pubs	0.00	0.00	0.00	0.0%
Events				
Donations Made	500.00	525.00	-25.00	-4.8%
Entertainment	260.00	250.00	10.00	4.0%
Equipment Rental	171.60	0.00	171.60	100.0%
Supplies	9.65	32.07	-22.42	-69.9%
Events - Other	75.00	0.00	75.00	100.0%
Total Events	<u>1,016.25</u>	<u>807.07</u>	<u>209.18</u>	<u>25.9%</u>
Insurance				
D & O Insurance	1,219.00	0.00	1,219.00	100.0%
Liability	548.00	448.00	100.00	22.3%
Total Insurance	<u>1,767.00</u>	<u>448.00</u>	<u>1,319.00</u>	<u>294.4%</u>
Materials	68.00	0.00	68.00	100.0%
Office Expense	84.73	38.80	45.93	118.4%
Outside Services	145.62	65.00	80.62	124.0%
Postage	58.00	98.82	-40.82	-41.3%
Printing	0.00	78.47	-78.47	-100.0%
Special Projects				
Licenses & Permits	0.00	112.00	-112.00	-100.0%
Special Projects - Other	2,500.00	0.00	2,500.00	100.0%
Total Special Projects	<u>2,500.00</u>	<u>112.00</u>	<u>2,388.00</u>	<u>2,132.1%</u>
Total Expense	<u>6,597.47</u>	<u>2,667.80</u>	<u>3,929.67</u>	<u>147.3%</u>
Net Ordinary Income	<u>-5,363.10</u>	<u>7,858.62</u>	<u>-13,221.72</u>	<u>-168.2%</u>
Other Income/Expense				
Other Income				
Interest Income	36.93	28.62	8.31	29.0%
Total Other Income	<u>36.93</u>	<u>28.62</u>	<u>8.31</u>	<u>29.0%</u>
Net Other Income	<u>36.93</u>	<u>28.62</u>	<u>8.31</u>	<u>29.0%</u>
Net Income	<u><u>-5,326.17</u></u>	<u><u>7,887.24</u></u>	<u><u>-13,213.41</u></u>	<u><u>-167.5%</u></u>

Historic Uptown Susanville Association
Balance Sheet
As of January 31, 2010

Accrual Basis

	Jan 31, 10
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	6,073.59
Total BofA Savings	17,415.82
Cash	76.43
Operating Account	456.13
Total Checking/Savings	17,948.38
Total Current Assets	17,948.38
TOTAL ASSETS	17,948.38
LIABILITIES & EQUITY	
Equity	
Opening Bal Equity	8,568.78
Retained Earnings	2,481.68
Net Income	6,897.92
Total Equity	17,948.38
TOTAL LIABILITIES & EQUITY	17,948.38

Historic Uptown Susanville Association
Trial Balance
As of January 31, 2010

Accrual Basis

	Jan 31, 10	
	Debit	Credit
BofA Savings	6,073.59	
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	456.13	
Transfer Account	0.00	
Christmas Lights	0.00	
Prepaid Booth Rentals	0.00	
Opening Bal Equity		8,568.78
Retained Earnings		2,481.68
Assessment Income		11,610.19
Event Income		25.00
Event Income:Booth Rentals		365.00
Advertising	1,539.46	
Events	50.00	
Events:Donations Made	2,000.00	
Events:Entertainment	100.00	
Events:Equipment Rental	361.80	
Insurance:Liability	448.00	
Outside Services	351.28	
Postage	175.24	
Printing	81.19	
Taxes:Sales Tax	1.18	
Interest Income		5.88
TOTAL	<u>23,056.53</u>	<u>23,056.53</u>