

Monthly Meeting

**Historic Uptown Susanville Association
701 Main Street
Susanville, CA 96130**

Tuesday, January 5, 2010

APPROVED

The meeting was called to order by President Kathie Garnier at 12:05 p.m.

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

Also in attendance: Lisa Bernard, Suzanne Jahn, Richard Sorem, and Ed Swayze

John Shaw made a motion to approve the minutes of December 1, 2009. Geoff Pregill seconded the motion; motion carried unanimously.

The treasurer's report was presented by Kathie Garnier (see attached).

Public Comment: None

Committee Reports:

Update on improvement of empty lot next to Johnson's Shoes – Richard Sorem reported he has been in contact with Steve Datema. Nobles have no objection to HUSA leasing their 2/3 portion of the lot for a nominal monthly fee. HUSA will be responsible for payment of the applicable property taxes and securing proper insurance. Concerning the 1/3 portion of the lot owned by the Steve and Sandra Datema, they are interested in working with us after legal issues are completed which date back to the fire claim that destroyed the two buildings that once inhabited the property. Richard Sorem thinks we need to prepare a lease agreement for the Nobles' portion of the property. HUSA also needs someone to prepare a site plan for presentation to the City. Then HUSA can contact contractors, etc.; for plan implementation. Michelle Zubillaga made a motion asking Richard Sorem to move forward in preparing a lease agreement for presentation to Tim and Jeana Nobels to review for lot improvement. Susan Baxter seconded the motion. Motion carried unanimously.

ON-GOING BUSINESS

"Clean Sweep Award" Recipient for January 2010 – There were two nominations – Sierra Jewellery and Iron Horse Gym. Geoff Pregill made a motion to nominate Sierra Jewellery. Susan Baxter seconded the motion. Motion carried unanimously.

NEW BUSINESS

Filing of State of California Form SI-100 – Kathie Garnier prepared and asked all board members present to review the completed form. This is a mandatory State of California filing.

Presentation of Advertising Campaign by KSUE – It was recommended by Lisa Bernard and Suzanne Jahn of Sierra Broadcasting Corporation that HUSA tie into an all inclusive program and they presented

their Vacation Give Away Campaign which has been successful for 20 years. Discussion ensued and members present decided that the Vacation Giveaway Campaign was not the way for HUSA to go. The Board asked Lisa Bernard to work on an economical package with HUSA as lead in and end out; inviting District members who wish to participate to make-up the middle section of the ad. It was stipulated that any District members wishing to participate would have to be current with their HUSA dues.

Meeting adjourned at 1:14 pm

Respectfully submitted,

Michelle D. Zubillaga, Secretary

Historic Uptown Susanville Association
Profit & Loss
December 2009

Accrual Basis

	<u>Dec 09</u>
Ordinary Income/Expense	
Income	
Assessment income	540.31
Total Income	<u>540.31</u>
Expense	
Advertising	105.15
Events	
Equipment Rental	86.80
Events - Other	50.00
Total Events	<u>136.80</u>
Insurance	
Liability	448.00
Total Insurance	<u>448.00</u>
Printing	81.19
Total Expense	<u>771.14</u>
Net Ordinary Income	<u>-230.83</u>
Net Income	<u><u>-230.83</u></u>

Historic Uptown Susanville Association
Profit & Loss Prev Year Comparison
 July through December 2009

Accrual Basis

	Jul - Dec 09	Jul - Dec 08	\$ Change	% Change
Ordinary Income/Expense				
Income				
Assessment Income	11,610.19	704.37	10,905.82	1,548.3%
Event Income				
Booth Rentals	365.00	510.00	-145.00	-28.4%
Event Income - Other	25.00	20.00	5.00	25.0%
Total Event Income	<u>390.00</u>	<u>530.00</u>	<u>-140.00</u>	<u>-26.4%</u>
Total Income	<u>12,000.19</u>	<u>1,234.37</u>	<u>10,765.82</u>	<u>872.2%</u>
Expense				
Advertising	743.75	357.87	385.88	107.8%
Events				
Donations Made	2,000.00	500.00	1,500.00	300.0%
Entertainment	100.00	260.00	-160.00	-61.5%
Equipment Rental	361.80	0.00	361.80	100.0%
Supplies	0.00	9.65	-9.65	-100.0%
Events - Other	50.00	75.00	-25.00	-33.3%
Total Events	<u>2,511.80</u>	<u>844.65</u>	<u>1,667.15</u>	<u>197.4%</u>
Insurance				
D & O Insurance	0.00	1,219.00	-1,219.00	-100.0%
Liability	448.00	0.00	448.00	100.0%
Total Insurance	<u>448.00</u>	<u>1,219.00</u>	<u>-771.00</u>	<u>-63.3%</u>
Office Expense	0.00	84.73	-84.73	-100.0%
Outside Services	332.28	145.62	186.66	128.2%
Postage	133.44	58.00	75.44	130.1%
Printing	81.19	0.00	81.19	100.0%
Special Projects	0.00	2,500.00	-2,500.00	-100.0%
Total Expense	<u>4,250.46</u>	<u>5,209.87</u>	<u>-959.41</u>	<u>-18.4%</u>
Net Ordinary Income	<u>7,749.73</u>	<u>-3,975.50</u>	<u>11,725.23</u>	<u>294.9%</u>
Other Income/Expense				
Other Income				
Interest Income	4.40	31.90	-27.50	-86.2%
Total Other Income	<u>4.40</u>	<u>31.90</u>	<u>-27.50</u>	<u>-86.2%</u>
Net Other Income	<u>4.40</u>	<u>31.90</u>	<u>-27.50</u>	<u>-86.2%</u>
Net Income	<u><u>7,754.13</u></u>	<u><u>-3,943.60</u></u>	<u><u>11,697.73</u></u>	<u><u>296.6%</u></u>

Historic Uptown Susanville Association
Balance Sheet
As of December 31, 2009

Accrual Basis

	<u>Dec 31, 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	6,072.11
Total BofA Savings	<u>17,414.34</u>
Cash	76.43
Operating Account	1,313.82
Total Checking/Savings	<u>18,804.59</u>
Total Current Assets	<u>18,804.59</u>
TOTAL ASSETS	<u><u>18,804.59</u></u>
LIABILITIES & EQUITY	
Equity	
Opening Bal Equity	8,568.78
Retained Earnings	2,481.68
Net Income	7,754.13
Total Equity	<u>18,804.59</u>
TOTAL LIABILITIES & EQUITY	<u><u>18,804.59</u></u>

Historic Uptown Susanville Association

Trial Balance

As of December 31, 2009

Accrual Basis

	Dec 31, 09	
	Debit	Credit
BofA Savings	6,072.11	
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	1,313.82	
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	743.75	
Events	50.00	
Events:Donations Made	2,000.00	
Events:Entertainment	100.00	
Events:Equipment Rental	361.80	
Insurance:Liability	448.00	
Outside Services	332.28	
Postage	133.44	
Printing	81.19	
Interest Income		4.40
TOTAL	23,055.05	23,055.05