

Monthly Meeting

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

Tuesday, August 3, 2010

APPROVED

The meeting was called to order by President Kathie Garnier at 12:04 p.m.

Members present: Kathie Garnier Penny Artz Geoff Pregill
 Michelle Zubillaga Lisa Bernard John Shaw

Also in attendance: Richard Sorem, David Teeter, Monte Kielty

Geoff Pregill made a motion to approve the minutes of July 6, 2010. Penny Artz seconded the motion; motion carried unanimously.

The treasurer's report was presented by Penny Artz (see attached). Assessment invoices were mailed out by the City on 8/2/2010.

Public Comment: On behalf of Jim Young of J&H Heating – John Shaw reported an issue of drug activity in the alley behind is commercial property on Main Street. It was suggested that Jim address a letter to the City with a cc to HUSA. Michelle Zubillaga presented some suggestions on behalf of Elise Estes of Elise's Barber Shop; 1) possible set up of fund to assist district businesses that experience vandalism claims and 2) alternate meeting times so those that cannot attend noon meetings would be able to attend an after 5:00 pm meeting.

Committee Reports:

Update on the lease and improvement of 706 Main Street (empty lot next to Johnson Shoes): A meeting took place with Tim Nobles and Curt Hirsche. Curt Hirsche asked if HUSA will pay for a new wall for his building – Kathie Garnier has already informed him that is not a possibility. Tim Nobles is working on plan for a new wall for Curt Hirsche and to see if he can get some donated labor for this project. Tim Nobles is going to NST for the plans.

The lease and sub-lease will be presented to the City Council by Peter Talia on 8/4/2010. It is hoped that approval of the leases will be on the consent agenda at the next City Council meeting.

Fence is falling, it was agreed that HUSA will pay for materials to repair if Tim Nobles will do the labor. Funds are already budgeted for this property. Kathie Garnier also reported after speaking with Teresa Phillips at LMUD, we can apply for light standard for the lot through the 50/50 program.

Progress Report for the Fall Crafter's Festival: Mary Ellen Huffman of Great Basin Antiques is the new chairperson for this event. New activities are planned. The date is 9/25/2010 – one day only. The list of crafters has been updated.

Safe and Sane Halloween: David Teeter remains the chairperson for this event. David reported he has begun working on the event. No expected changes. Halloween falls on Sunday this year; event will take place on Friday, October 29, 2010.

ON-GOING BUSINESS

“Clean Sweep Award” Recipient for August 2010: Kathie Garnier nominated the Law Office of Jaime Jones. Michelle Zubillaga made a motion; Lisa Bernard seconded the motion and the motion carried.

Update on Completion of Petitions for Improvements to Crosswalks throughout the Uptown District: Kathie Garnier asked that we continue to work on collecting petition signatures so we can get them put together for submission to Cal Trans.

Update on City Council Meeting for Approval of Assessments for the Next Fiscal Year – Kathie Garnier summarized the results of the meeting.

NEW BUSINESS

Possible New Event – “Girls Night Out”: Lisa Bernard reported this might be a fun event that she would maybe like to tie in with the Susan G. Komen Breast Cancer Awareness Month. It would be a great night for district retail businesses. Participants are organized into teams. Lisa will be attending Quincy’s next month and will come back with further ideas. Possible event for Summer 2011.

Meeting adjourned at 1:27 p.m.

Respectfully submitted,

Michelle D. Zubillaga, Secretary

Historic Uptown Susanville Association
Profit & Loss
July 2010

Accrual Basis

	<u>Jul 10</u>
Ordinary Income/Expense	
Income	
Event Income	
Booth Rentals	50.00
Total Event Income	<u>50.00</u>
Total Income	50.00
Expense	
Consulting Fees	50.00
Postage	88.44
Printing	21.45
Total Expense	<u>159.89</u>
Net Ordinary Income	<u>-109.89</u>
Net Income	<u><u>-109.89</u></u>

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

Accrual Basis

	<u>Jul 31, 10</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	80.68
Total BofA Savings	<u>11,422.91</u>
Cash	54.15
Operating Account	711.37
Total Checking/Savings	<u>12,188.43</u>
Total Current Assets	<u>12,188.43</u>
TOTAL ASSETS	<u><u>12,188.43</u></u>
LIABILITIES & EQUITY	
Equity	
Opening Bal Equity	8,568.78
Retained Earnings	3,729.54
Net Income	-109.89
Total Equity	<u>12,188.43</u>
TOTAL LIABILITIES & EQUITY	<u><u>12,188.43</u></u>

Historic Uptown Susanville Association

Trial Balance

As of July 31, 2010

Accrual Basis

	Jul 31, 10	
	Debit	Credit
BofA Savings	80.68	
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	54.15	
Operating Account	711.37	
Transfer Account	0.00	
Christmas Lights	0.00	
Prepaid Booth Rentals	0.00	
Opening Bal Equity		8,568.78
Retained Earnings		3,729.54
Event Income:Booth Rentals		50.00
Consulting Fees	50.00	
Postage	88.44	
Printing	21.45	
TOTAL	12,348.32	12,348.32

Historic Uptown Susanville Association
Profit & Loss Prev Year Comparison
 July 2009 through July 2010

Accrual Basis

	Jul '09 - Jul 10	Jul '08 - Jul 09	\$ Change	% Change
Ordinary Income/Expense				
Income				
Assessment Income	13,878.30	704.37	13,173.93	1,870.3%
Event Income				
Booth Rentals	415.00	660.00	-245.00	-37.1%
Event Income - Other	25.00	20.00	5.00	25.0%
Total Event Income	440.00	680.00	-240.00	-35.3%
Total Income	14,318.30	1,384.37	12,933.93	934.3%
Expense				
Advertising	2,047.64	1,057.87	989.77	93.6%
Beverages	90.00	0.00	90.00	100.0%
Consulting Fees	50.00	0.00	50.00	100.0%
Dues, Fees, Subs & Pubs	20.00	0.00	20.00	100.0%
Events				
Donations Made	8,000.00	1,500.00	6,500.00	433.3%
Entertainment	100.00	510.00	-410.00	-80.4%
Equipment Rental	361.60	171.60	190.00	110.7%
Supplies	0.00	93.08	-93.08	-100.0%
Events - Other	100.00	375.00	-275.00	-73.3%
Total Events	8,561.60	2,649.68	5,911.92	223.1%
Insurance				
D & O Insurance	1,235.00	2,438.00	-1,203.00	-49.3%
Liability	448.00	548.00	-100.00	-18.3%
Total Insurance	1,683.00	2,986.00	-1,303.00	-43.6%
Materials	0.00	140.41	-140.41	-100.0%
Office Expense	22.28	84.73	-62.45	-73.7%
Outside Services	351.28	467.49	-116.21	-24.9%
Postage	263.68	101.26	162.42	160.4%
Printing	102.64	36.94	65.70	177.9%
Special Projects	0.00	18,901.10	-18,901.10	-100.0%
Taxes				
Sales Tax	1.18	0.00	1.18	100.0%
Total Taxes	1.18	0.00	1.18	100.0%
Total Expense	13,193.30	26,425.48	-13,232.18	-50.1%
Net Ordinary Income	1,125.00	-25,041.11	26,166.11	104.5%
Other Income/Expense				
Other Income				
Interest Income	12.97	46.93	-33.96	-72.4%
Total Other Income	12.97	46.93	-33.96	-72.4%
Net Other Income	12.97	46.93	-33.96	-72.4%
Net Income	1,137.97	-24,994.18	26,132.15	104.6%