

Monthly Meeting

Historic Uptown Susanville Association
701 Main Street
Susanville, CA 96130

Tuesday, July 12, 2011

APPROVED

The meeting was called to order by President Kathie Garnier at 12:17 p.m.

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

Also in attendance: Richard Sorem, Jared Hancock, Mary Ellen Huffman

Lisa Bernard made a motion to approve the minutes of 6/7/2011. Motion seconded by Penny Artz; motion carried unanimously.

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

Public Comment: Lisa Bernard announced Chamber Mixer at The Pardner Thursday, July 14, 2011. 5:30 to 7:30 pm.

Committee Reports:

Update on Progress for Park at 706 & 710 Main Street – Kathie Garnier reported we have dirt; it's been dumped on east side of lot. NST has been contracted regarding an engineer's report for the wall as required by the City. We are waiting to hear from Tim Nobles about volunteer help from the local Rotary Clubs. T-N-S has offered concrete. Dirt will not be spread until wall issue is resolved. Planned pavilion will not be built until next year. Kathie also reported dirt is compactable and meets requirements. Lisa Bernard reported we also have been guaranteed some top soil from Diamond View Project.

Billing Committee update – Richard Sorem reported 14 more past due assessees that need to be addressed. He will proceed in sending letters and if he receives no response will then proceed in preparing filings for Small Claims Court.

Fall Crafter's Festival Committee update – Everything is proceeding accordingly. Next meeting is set for Thursday, July 14th at 5:00 pm at Great Basin Antiques. Per Mary Ellen Huffman there has been a positive response.

Update on Crosswalk Petitions – Jared Hancock, City of Susanville Senior Planner, advised HUSA Needs to consider joining forces with some other local committees. We should fold our crosswalk petition issues within the LEDC plans for the Town Hill portion of the City which is one three identified areas of Main Street that the LEDC is working with Cal-Trans on.

ON-GOING BUSINESS

“Clean Sweep Award” Recipient for July – Lisa Bernard made a motion to nominate Headstart,

Kathie Garnier seconded the motion and it carried unanimously.

NEW BUSINESS

Sponsorship for Magical Country Christmas Event – Michelle Zubillaga made a motion that we sponsor event at same amount as last year - \$5,000. Geoff Pregill seconded the motion. Motion carried unanimously.

Meeting adjourned at 1:07 pm.

Respectfully submitted,

Michelle D. Zubillaga, Secretary

Historic Uptown Susanville Association
Profit & Loss
July 1 - 29, 2011

	<u>Jul 1 - 29, 11</u>
Ordinary Income/Expense	
Income	
Event Income	
Booth Rentals	110.00
Total Event Income	<u>110.00</u>
Total Income	110.00
Expense	
Events	
Donations Made	5,000.00
Total Events	<u>5,000.00</u>
Total Expense	<u>5,000.00</u>
Net Ordinary Income	<u>-4,890.00</u>
Net Income	<u><u>-4,890.00</u></u>

Historic Uptown Susanville Association
Balance Sheet
As of July 29, 2011

	Jul 29, 11
ASSETS	
Current Assets	
Checking/Savings	
BofA Savings	
Administration	784.00
Parking	366.00
Special Projects	6,017.00
BofA Savings - Other	1,765.11
Total BofA Savings	8,932.11
Cash	54.15
Operating Account	651.75
Total Checking/Savings	9,638.01
Total Current Assets	9,638.01
TOTAL ASSETS	9,638.01
LIABILITIES & EQUITY	
Equity	
Opening Bal Equity	8,568.78
Retained Earnings	5,959.23
Net Income	-4,890.00
Total Equity	9,638.01
TOTAL LIABILITIES & EQUITY	9,638.01

Historic Uptown Susanville Association
Profit & Loss Prev Year Comparison
 July 1, 2010 through July 29, 2011

	Jul 1, '10 - Jul 29, 11	Jul 1, '09 - Jul 29, 10	\$ Change	% Change
Ordinary Income/Expense				
Income				
Assessment Income	14,328.03	13,878.30	449.73	3.2%
Event Income				
Booth Rentals	725.00	365.00	360.00	98.6%
Event Income - Other	0.00	25.00	-25.00	-100.0%
Total Event Income	725.00	390.00	335.00	85.9%
Total Income	15,053.03	14,268.30	784.73	5.5%
Expense				
Advertising	3,938.00	2,047.64	1,890.36	92.3%
Beverages	0.00	90.00	-90.00	-100.0%
Conferences and Meetings	1,504.43	0.00	1,504.43	100.0%
Consulting Fees	62.99	50.00	12.99	26.0%
Dues, Fees, Subs & Pubs	6.00	20.00	-14.00	-70.0%
Events				
Donations Made	5,413.73	8,000.00	-2,586.27	-32.3%
Entertainment	1,050.00	100.00	950.00	950.0%
Equipment Rental	173.20	361.60	-188.40	-52.1%
Main Street Cruise	1,000.00	0.00	1,000.00	100.0%
Events - Other	0.00	100.00	-100.00	-100.0%
Total Events	7,636.93	8,561.60	-924.67	-10.8%
Insurance				
D & O Insurance	1,449.00	1,235.00	214.00	17.3%
Liability	620.00	448.00	172.00	38.4%
Total Insurance	2,069.00	1,683.00	386.00	22.9%
Office Expense	181.26	22.28	158.98	713.6%
Outside Services	0.00	351.28	-351.28	-100.0%
Parking Improvements	225.00	0.00	225.00	100.0%
Postage	375.22	263.68	111.54	42.3%
Printing	172.59	102.64	69.95	68.2%
Special Projects				
Lease Payment-Datema	225.00	0.00	225.00	100.0%
Lease Payment-Nobles	878.70	0.00	878.70	100.0%
Total Special Projects	1,103.70	0.00	1,103.70	100.0%
Taxes				
Property Tax-Nobles	447.42	0.00	447.42	100.0%
Sales Tax	0.00	1.18	-1.18	-100.0%
Total Taxes	447.42	1.18	446.24	37,817.0%
Total Expense	17,722.54	13,193.30	4,529.24	34.3%
Net Ordinary Income	-2,669.51	1,075.00	-3,744.51	-348.3%
Other Income/Expense				
Other Income				
Interest Income	8.14	14.03	-5.89	-42.0%
Total Other Income	8.14	14.03	-5.89	-42.0%
Net Other Income	8.14	14.03	-5.89	-42.0%
Net Income	-2,661.37	1,089.03	-3,750.40	-344.4%

Historic Uptown Susanville Association
Trial Balance
As of July 29, 2011

	Jul 29, 11	
	Debit	Credit
BofA Savings	1,765.11	
BofA Savings:Administration	784.00	
BofA Savings:Christmas Festival Allocation	0.00	
BofA Savings:Christmas Lights Allocation	0.00	
BofA Savings:Discretionary	0.00	
BofA Savings:Events	0.00	
BofA Savings:Gift Certificates	0.00	
BofA Savings:Operating Fund	0.00	
BofA Savings:Parking	366.00	
BofA Savings:Special Projects	6,017.00	
Cash	54.15	
Operating Account	651.75	
Transfer Account	0.00	
Christmas Lights	0.00	
Prepaid Booth Rentals	0.00	
Opening Bal Equity		8,568.78
Retained Earnings		5,959.23
Event Income:Booth Rentals		110.00
Events:Donations Made	5,000.00	
TOTAL	14,638.01	14,638.01