

# Residents of Historic Concord Monthly Meeting Minutes

## May 20, 2024 Meeting

Attendees: Kelley Cartrett-Phifer, Robin Dicka, Michelle Ostwalt, Jamie Sanderbeck, Steven Bullock, and Chad VanKeuren

Not Attending: Christine Schattner, Elena Leinweber, April Simmons

Meeting Location: 216 Union St S, Concord, NC 28025

### Agenda

**1. Welcome** – Kelley Cartrett-Phifer welcomed the group and started the meeting at 7:05pm.

**2. City of Concord Update** – April Clark

- April shared that Juliann Chavez, the City of Concord’s Sustainability Coordinator is hosting workshops about how residents can incorporate sustainable practices into their every day, as well, as to discuss the City’s practices as well. The Board asked if she’d be able to present at our next general session. April will check and get back to the Board. [Complete]
- The construction downtown was discussed. The group asked if the city was providing any support to the Downtown retailers.
  - [After the meeting, April provided the following response: The City of Concord’s attorney, Mayor Dusch, and Representative Crutchfield did extensive research last year to find funding that could be provided to businesses to assist with the financial impact during streetscape construction. They were unsuccessful in finding funds that could be used in this way. Legally the City of Concord cannot give money to businesses due to the financial impact of construction. The City is committed to the continued support of downtown businesses. The Downtown Development team works with businesses to plan, coordinate, and promote events, specials, giveaways, etc. to bring people downtown. Staff members continue to share the importance of supporting local in professional and personal scenarios. I know of several situations where food has been catered or gifts have been purchased from downtown businesses for professional and personal meetings/gatherings. This is a direct result of the consistent messaging that downtown businesses need our (and the community’s) support.
  - We are especially appreciative of the support from RHC including their regular purchase of Downtown Dollars. These “coupons” are as good as cash and go directly to the business where they are spent.
  - The City also offers Façade Grants to downtown property owners and businesses that range from \$5,000 to \$10,000 to make improvements to the outside of their buildings including signage. City Council recently approved allowing the façade grants to include the purchase of tables, chairs, and outdoor furniture. These funds are a 50/50 match. No other program like this exists in Concord.]

### 3. Meeting Minutes –

- April meeting were sent by Jamie a few weeks prior. No updates were identified. Robin Dicka motioned to approve the minutes and Michelle Ostwalt seconded the motion. Minutes from the April 2024 meeting were approved.

### 4. Treasurer's Report – Kelley on behalf of Chad VanKeuren

- Report of Funds:
  - Fifth Third \$885.53
  - Edward Jones \$80,287.52
- Chad will move funds in the coming weeks to be sure there is enough in the 5/3 account to cover ongoing costs. For example, the annual insurance renewal is coming up.
- Chad is also looking into ways to digitally reimburse expenses, instead of having a check book or requesting a check from the bank. He is also looking into ways that Venmo or other digital payment methods could be used for people to purchase merchandise or memberships face-to-face without a fee.
- Chad will also update the paid member list and send to the group to help with outreach and to provide benefits, such as the previously discussed Cannon Ballers tickets.

#### *RHC Next Steps:*

- *Chad to submit updated language for the bylaws update for the groups' vote. (Continued Follow Up)*
- *Chad to send an updated paid member list to the group [Complete]*

### 5. Committee Reports

- **Welcome Committee** - Elena Leinweber not in attendance
- **Small Grants**
  - Kelley provided an update on behalf Christine Schattner
  - The Butterfly Bushes from the Garden Club have been distributed and there was some conversation around how/if people knew they could receive them. For future situations such as this it's recommended to be sure a clear process for reservation and pick up is identified so all are aware.
  - The board discussed potentially making a donation to area charities. The method to designate a charity is unclear, and it was also pointed out that the grant process should be followed.
  - The grants have not been promoted or engaged as the team worked through other priorities and determined if the bylaws would need to be updates. In some preliminary research, the bylaws may not need to be updated but there is not a clear direction.
  - If was suggested to ask the community for recommendations of charities or groups to receive a grant, then invite them to submit a form. And/or opening up a grant submission period for a couple months to see who was interested, for what projects and for what dollar amount. From there the board could discuss submissions and award grants based on the bylaws criteria.
  - Additional conversations with the group as well as the committee chair is required to finalize the process and approach.

*RHC Next Steps:*

- *Holiday Home Tour committee to look into if a charity can be designated to receive the proceeds from the event. (Continued follow up)*
- *Board members to determine if an update is needed to broaden scope of the bylaws to include additional eligible groups to receive grant funds. (Continued follow up)*
- *Additional conversation in advance of or at next board meeting is needed to determine grant/donation process*
  
- **Social Committee** - Kelley Cartrett-Phifer
  - The first Porch party was a success. Steven printed and distributed postcards to the neighborhoods which was well received.
  - Future porch parties have been set for August 31st at the Dicka's 216 South, September 14th at the Bazin's 29 Franklin, and October 19th at the Phifer's 40 Franklin
  - Kelley provided details on a June 29th Cannon Ballers game. RHC would purchase the tickets to give to residents. Kelley would work with Jamie and Christine to promote the event to residents.

*RHC Next Steps:*

- *Kelley to work with Christine and Jamie on promotion of the Cannon Ballers night. [Complete]*

## **6. New Business**

- **RHC Branding and Merchandise**
  - Steven Bullock shared the new merchandise and it was well received and appreciated by the board. He would share additional images and descriptions with Jamie to update the website.
  - The notifications and delivery process of the merchandise was discussed. Jamie to update the website for delivery only and confirm who receives notifications.

*RHC Next Steps:*

- *Steven to provide additional photos and descriptions of merchandise with Jamie to put on website. [Complete]*
- *Jamie to update delivery method and notification settings for the online store [Complete]*

- **100-year-old Homes Birthday Celebrations**
  - Steven Bullock provided updates to the milestone home celebration project. The flags have been ordered and homeowners notified. 8 houses will be celebrated in 2024, and 30 in 2025.
  - The Board is invited to present the flags to homeowners on June 15 to allow the houses to be prepped for photos. The photos can be use online to further celebrate the homes.

*RHC Next Steps:*

- *Steve to coordinate the RHC Board and homeowners to present the flags on June 15th.*

- **RHC 2024 Holiday Tour of Homes**
  - Kelley shared invite letters and sponsor letters in advance of the meeting. Being mindful of meeting time, the group set up times for additional conversations later in May and in June.
  - The exterior light tour idea has been well received by potential participants and is moving forward. Michelle requested contact information of the Colorful Lights participants to start outreach.

*RHC Next Steps:*

- *Committee to meet in advance of the next board meeting to provide updates.*
- *Jamie to share homeowner contact info from Colorful Lights [Complete]*

**7. Conclusion of Meeting**

- Meeting was adjourned at 8:53pm. Next meeting will be held Monday, June 17 at 7:00pm

Submitted by Jamie Sanderbeck, RHC Secretary, 6/11/2024. To be approved June 17, 2024