

Alliance for Dade, Inc.
Minutes of Meeting

MEETING DATE	MEETING TYPE	MEETING LOCATION	QUORUM?
July 1, 2020	Regular	Zoom Videoconference	Yes

PERSONS IN ATTENDANCE				
	Name	Officer Title(s)	Present	Absent
INTERIM BOARD MEMBERS & OFFICERS	Kathleen Reed	President	√	
	George Williams	Vice President	√	
	Harry Abell	Treasurer	√	
	Jane Dixon	Secretary	√	
	Dena Abell		√	
	Nelson Eash		√	
	Sue Gridley		√	
	Josh Ingle		√	
	Jeff McBryar			√
	Marcy Williams		√	
	Bob Woods		√	
	Dan Zink			√
		Name	Capacity or Organization	
COMMITTEE MEMBERS AND GUESTS	William Back	Exec Director, Industrial Development	√	
	Patrick Hickey	Dade Daily News	√	

CALL TO ORDER AND ROUTINE MOTIONS	
Call to Order	By Kathleen Reed at 6:09 pm
Invocation	Bob Woods
Motion to dispense with the reading of and Approve the Meeting Minutes of June 18, 2020	Moved by George Williams Seconded by Bob Woods Approved unanimously
Motion to Approve the Financial Reports	Moved by George Williams Seconded by Jane Dixon Approved unanimously

DISCUSSIONS AND OTHER MOTIONS

Meeting venue – Kathleen Reed asked if board members would prefer to meet in person for future meetings. Due to Covid-19, the majority of board members said they preferred to continue meeting via videoconference for now.

Welcome Center supplies – Harry Abell informed the board that George Williams has submitted an expense reimbursement request for \$236.32 for Welcome Center paint and supplies. Sue Gridley moved to approve the reimbursement; Bob Woods seconded; unanimously approved.

Discussion of Personnel Applicants – Marcy Williams reported that we have received 12 resumes from the Indeed.com posting, 3 from Facebook, and 1 from a personal referral. An ad will run for a second week in the Dade Sentinel. Bob Woods, Kathleen Reed, George Williams, and Marcy Williams will review the resumes and determine who will be interviewed. Once the field has been narrowed, the top three candidates will be

presented to the board for a final decision. The board agreed that we will do a background check on the final candidate, The Dade County Sheriff's Office will fingerprint and do a criminal check for \$35. William Back said Dade County does a more extensive background check for approximately \$50.

Selected Committee Reports

- **Welcome Center.** Kathleen reported that George and Marcy Williams have washed, patched, and painted the walls. They will continue cleaning and organizing in the coming week. Kat Fox has been working one hour per day monitoring email and phone messages, which she can do remotely. Robin Rogers has been notified that there is no water in the WC – he says it has been fixed. A portable plexiglass shield needs to be acquired and installed. George Williams said the plan is to have an Open House and invite government and business leaders once the Welcome Center is reopened.
- **Membership.** Chair George Williams asked all board members to review the list of potential investors and determine who they would be willing to contact regarding membership in the Alliance. We will begin campaigning for memberships as soon as we have a logo to produce some printed materials, the website is prepared to take online applications, and we have hired a Director of Operations.
- **Business Services.** Jane Dixon asked all board members to respond to her email requesting their input about 1) What are the specific functions of the Business Services Committee? and 2) what methods should the committee use to canvas community businesses and seek input from citizens? Kathleen Reed urged Jane to have the committee define the answers to those questions, rather than the entire board.
- **Publicity.** Jane Dixon reported that the County Commission meeting is scheduled for July 2 at 6pm, and the first Thursday of every month. She asked as many board members as possible to attend. Jane will work with Peyton Elliott ([Dade Sentinel](#)), Evan Stone ([discoverdade.com](#)) and Carey Anderson (LIVE) to publicize regular updates about the Alliance.
- **Finance.** Harry Abell provided a draft Budget spreadsheet for board members to review. He asked that each committee chair submit a budget request for this year. (See Attachment A)
- **Signage.** Nelson Eash reported that the graphic artist is still working on logo design ideas but should have something in the coming week. He said that we will have to pay for the interstate signs from GADOT. There are still old signs in place directing people to the old Chamber of Commerce office at the depot. Kathleen said she will find out what we need to do to take them down. William Back said that Beth Soloff, who owns the property at the intersection in front of Ingles, will donate the property for the Alliance to erect a monument sign at that location.
- **Website.** Harry Abell is continuing work on the website. We need photos and videos of Dade County. The library has a photo book of the county that could be a source.

Open Floor

- William Back reported that the state told him that the Alliance has to apply for RVIC status – it cannot simply transition from the old Chamber. The Alliance must be in operation for one full year before RVIC status will be considered. William has asked for an in-person meeting with Nija Torrence and her superiors with RVIC in Atlanta in order to clarify what we can and cannot do. Several board members asked to be included in that meeting. William said the city and county can continue to pay DMO and RVIC dollars to the Alliance.

- The question of whether or not we can/should sell merchandise in the Welcome Center was raised. In the past, we sold Dade Historical Books as a convenience, simply passing the money through. The Tri-State Heritage Arts and Culture organization would like to be able to sell any artwork that is displayed in the Welcome Center. William Back cautioned that we should wait until we talk to RVIC and, in the meantime, simply display the items.
- Kathleen Reed asked if Harry Abell is the administrator for the Alliance Facebook page. Harry and Josh Ingle both have administrative rights. Apparently, the old Dade Chamber Facebook page (which contains inaccurate information) is linked to the former executive director's personal page, so we are unable to delete it. Nelson Eash offered to help. Kathleen moved to create a Facebook committee, but the motion was not seconded nor voted upon. Marcy Williams asked that we develop a set of guidelines/protocols about what types of posts will be appropriate on the Alliance Facebook page.
- Sue Gridley expressed concern that perhaps we should not be encouraging tourism in Dade County right now due to Covid-19. The board clarified that the current focus for the Alliance will be to serve the people who live here now.

ACTION ITEMS ASSIGNED		
	Person Responsible	due
Review Membership Campaign list and sign-up to contact	All board members	7/10/2020
Review draft Budget and submit budget requests to Harry Abell	All committee chairs	7/10/2020
Develop guidelines/protocols for Facebook	Harry Abell, Josh Ingle	7/16/2020
Help separate old Chamber FB page from personal account	Nelson Eash	7/16/2020

ADJOURNMENT AND NEXT MEETING	
Motion to Adjourn at 7:34 pm	Moved by Nelson Eash Seconded by Bob Woods Approved unanimously
Next Meeting	July 16 th , 2020 Zoom videoconference

ADMINISTRATIVE	
Attachments	The following documents are incorporated within these Minutes: A. Draft Budget
Respectfully submitted by:	Marcy Williams, Recording Secretary

Alliance for Dade
BUDGET
 May 1, 2020 - December 31, 2020

REVENUE	Budget	Actual YTD
DMO	\$15,000.00	\$7,320.00
RVIC	\$3,000.00	\$2,148.87
Event Registrations	\$0.00	\$0.00
Interest	\$0.00	\$0.10
Member Investments	\$15,000.00	\$0.00
Miscellaneous Revenue	\$42.00	\$41.87
Sales	\$0.00	\$0.92
Total Revenue	\$33,042.00	\$9,511.76
EXPENSES		
Bank & Credit Card Fees	\$50.00	\$0.00
Computer Software	\$100.00	\$6.99
Contract Services	\$500.00	\$231.50
Dues and Subscriptions	\$125.00	\$0.00
Education / Training	\$500.00	\$0.00
Events		
Event #1	\$50.00	\$0.00
Event #2	\$50.00	\$0.00
Event #3	\$50.00	\$0.00
Total Events	\$150.00	
Insurance - Property	\$175.00	\$172.00
Miscellaneous	\$200.00	\$0.00
Office Supplies	\$250.00	\$138.00
Payroll		
wages	\$9,900.00	\$0.00
F.I.C.A. tax - employer portion	\$757.35	\$0.00
Fed – Unemployment Insurance		
GA – Tax		
GA – Unemployment		
Total Payroll	\$10,657.35	
Postage & P.O. Box	\$200.00	\$80.00
Printing	\$750.00	\$0.00
Professional Fees		
Accounting	\$50.00	\$50.00
Legal	\$0.00	\$0.00
	\$50.00	
Rent	\$2,000.00	\$500.00
Repairs & Maintenance	\$200.00	\$212.39
Utilities		
Electricity	\$1,600.00	\$100.00
Phone & Internet	\$1,100.00	\$135.90
Total Utilities	\$2,700.00	
Committees		
Publicity		
Signage		
Tourism		
Web & Social Media		
Website (DadeChamber.com)	\$420.00	\$120.00
Web Hosting (Alliancefordade.com)	\$55.00	\$55.00
Software	\$200.00	\$0.00
Welcome		
Total Committees	\$675.00	\$175.00
Total Expenses	\$19,282.35	\$1,626.78
Net Profit	\$13,759.65	\$7,884.98