



## *Newberry Main Street Organization, Inc.*

*P.O. Box 39 Newberry, Florida 32669*

*352 494 5360*

### **Minutes of the November 16<sup>th</sup> meeting at 5:30pm**

#### **Board Members Present**

Cindy Chapman      Anne Bello  
Brenda Whitfield    Ann Knapp  
Michelle Pickett    Jack Coleman

#### **Board members Absent**

Patricia Yates

Called to order 5:35pm

Motion made to approve November agenda by Ann K. Anne B second motion.  
passed 6-0.

Motion made by Michelle P. to approve minutes from October meeting. Second by  
Brenda W. passed 6-0

Promotion Committee update from Anne B. Finalizing Festival of Lights Event.

There will be music by Mt Zura Full Gospel Baptist Church, Fort White High School  
Jazz band, and Carols by the Brownie Troop. Also, Hot dogs, Hot chocolate and Hot  
cider. Merchants will be open for event till 9pm.

Cindy reviewed Job description for Main Street Manager.

Motion made by Michelle P to approve Manager Job description and duties. Second by  
Ann K. passed 6-0

Cindy reviewed Job descriptions for Board of Directors and Officers Duties.

This will be continued at next board meeting.

Anne B gave treasurer report \$14,780.

Motion made by Michelle to have Board meeting 3<sup>rd</sup> Monday of each month at 5:30pm.  
Second by Anne B. Passed 6-0

Motion made by Anne Bello to have Unity Day on Sunday March 21<sup>st</sup> ,second by Brenda  
Passed 6-0

Motion made by Ann to adjourn meeting, seconded Brenda passed 6-0

Secretary

Brenda Whitfield

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