

**Board Members Present**

Lewis Boyce  
Laura Candell  
Brenda Giannis  
Sharon Swearingen

Kara Thomas  
Brad Merrifield  
Nancy Seccuro  
Donna Blood

**Excused**

James Kane

**Absent**

Joel Dugan

**MSF Staff**

Tim Liebrecht  
Dan Swiger

**I. Meeting called to order**

- Brad Merrifield called the meeting to order at 4:30 PM, Tuesday, January 25 at Gatherings

**II. Review of Board of Directors November 2021 meeting minutes**

- The November 2021 minutes were reviewed. Laura Candell moved to approve the minutes as written. Motion seconded by Donna Blood. The minutes were approved by unanimous vote of the Board of Directors.

**III. Treasurer's Report**

- The Treasure's report was reviewed by all board members. Laura Candell moved the report be approved as written. Kara Thomas seconded the motion. The Treasurer's report was approved by unanimous vote of the board.

**IV. Executive Director's Report**

- Loan Modification for Citizens Building
  - Met with both First Exchange Bank and NCIF, both entities have agreed to make modifications to the two loans to reduce payments for a combined total of \$450.00 per month. We anticipate these modifications will be completed in February.
- Property Taxes
  - Main Street Fairmont will appear before the Board of Equalization and Review to present our case for removal of property taxes in February.
- Fundraising activities
  - WVU
    - Preliminary meeting held to discuss annual sponsorship
    - Presentation of sponsorship proposal to WVU on 1/26
- Feast of the Seven Fishes Recap – Financial Recap attached
  - Net profit of \$10,400
  - This year we heavily invested in infrastructure, those expenses will be eliminated or reduced in future years
- 2021 Financials
  - The board reviewed the 2021 financials and the accountant's review– no issues or recommendations for improvement were made by the accountant.

**V. Old Business**

- No old business was discussed.

**VI. New Business**

- Opening of a new Savings Account
  - After discussion, Lewis Boyce mad a motion to open a new savings account at First Exchange to deposit any savings gained as a result of the reduction of our mortgage payments and to finance possible future repairs on the Citizens building. The motion was seconded by Laura Candell and approved by the Unanimous vote of the Board of Directors
- 2021 990 Report
  - Brenda Giannis moved that the board approve the accountant's financial review, the year-end financials and filing of the organization's 990. Laura Candell Seconded the motion. The motion was approved by unanimous vote of the board.
- Edit to Section 5.10 of the Main Street Fairmont by laws "Designated Board Seats" and MOU with the Marion County Regional Development Authority (MRDC)
  - After discussion Donna Blood made motion to accept the suggested edits to Section 5.10 as proposed and allow the Executive Director to enter into the reciprocal MOU with the MRDC. Copies of both attached hereto. The motion carried by unanimous vote of the board of directors.
- Executive Session
  - At 5:33 PM Laura Candell motioned that the board enter Executive Session to consider personnel matters. The motion was seconded by Lewis Boyce.
  - At 5:45 PM a Motion was made by Laura Candell and seconded by Donna Blood to exit executive session. Motion carried by unanimous vote of the board.
- Resignation of the Executive Director
  - Tim Liebrecht tendered his resignation as Executive Director to the board. Brenda Giannis complimented Tim on the excellent job that Tim has done while in the position. This sentiment was voiced by the entire board. The board authorized posting the vacancy on the organizations website and other appropriate channels. The Executive Committee will be responsible for reviewing all applications and making hiring recommendation to the board
- Interim Director
  - Motion was made by Kara Thomas and seconded by Laura Candell to promote Dan Swiger as Acting Executive Director at the current Executive Directors Salary effective February 1 and continue in said position until such time a permeant replacement is found. Motion was carried by unanimous vote of the board.
- Authorization of Executive Committee's offer to Shelby Dillon
  - The board reviewed the offer of employment issued by the Executive Committee on 1/3/2022 Motion was made by Donna Blood to ratify the actions of the Executive Committee and hire Shelby Dillon as a full time employee at the salary of \$18,200.00 per year. Motion was seconded by Lewis Boyce. Motion carried by unanimous vote of the board.

## VII. Adjournment

With no further business to come before the board, Laura Candell moved to adjourn the meeting. The motion was seconded by Lewis Boyce. Motion was approved by a unanimous vote of the board of directors at approximately 5:51 PM.