



# Downtown Arlington Business Association

Board Meeting Agenda

January 6, 2016

5:15 – 6:15 pm

Location: City Hall Council Chambers

## Agenda:

---

- 1. Approval of Board Meeting Minutes Held 12-2-2015**
- 2. Volunteer Hours – Complete at Meeting**
- 3. Treasurer Transition**
- 4. Administrator Contract Renewal**
- 5. 2016 Budget**
- 6. City of Arlington Hotel/Motel Grant**
  - Final Grant Reimbursement Report Due 1-9-2016
    - Hometown Holidays Banner
    - Port-a-Potty Street Fair
    - Shop Local Saturday
- 7. Strategic Planning Session**
- 8. New Member Welcome Packet**
- 9. Membership Form with Receipt**
- 10. Membership Brochure Update**
- 11. Membership Dues for 2016 – Rules of Order & Yearly Fees**
- 12. Membership Renewals**
  - Mail with Cover Letter Highlighting Benefits
  - Mail Out Form for Member to Fill Out
  - Provider Deadline
- 13. PA Equipment & Tent Rental**
- 14. Stilly Valley Little League Banners**
- 15. Chamber Installation on February 9<sup>th</sup>, Time is TBA**
- 16. ABC Grant Copy**

**Board Meeting Adjournment**