

Memorandum

Date: April 7, 2009
To: Members of the Main Street Monroe/Downtown Development Authority
From: Andrea Jones, Main Street Manager
Re: Earth Day Sponsorship Amendment

The banners for Earth Day that are being sponsored by the MSM/DDA were mis-quoted and will cost more than originally thought. The Board voted to "accept the recommendation of the Promotion Committee for the \$1,800.00." The recommendation from the committee included the amount of 20 vertical pole banners. Due to the mis-quote, 20 vertical pole banners are no longer able to be purchased with the sponsorship funds approved by the Board. I made Board members aware of this change through email correspondence. I did not receive any comments from Board members which requested that the Board reconsider the action taken to support the purchase of banners for the amount of \$1,800.00. After legal consultation to ensure that the Board's direction is carried out with regard to the sponsorship, I was advised to request an amended motion at the April MSM/DDA Board meeting.

I recommend that the following motion be approved:

Action to **"amend the March 18, 2009 motion to 'accept the recommendation of the Promotion Committee for the \$1,800.00' and instead sponsor the Monroe County Earth Day Celebration in the amount of \$1,800.00 for the purchase of banners."**

I have spoken with the event organizers and they have agreed to list us as sponsors on all print materials and tentatively agreed to list us as sponsors each year for as long as the banners are used. They did not see a problem with that other than to confirm with the other members of the event committee. They are very appreciative of this sponsorship and are treating us as VIP sponsors.

Thank you.