



## Hiawassee Downtown Development Authority Meeting Agenda

Date: Tuesday, April 8, 2025  
Time: 8:30 AM  
Location: 50 River Street

- I. Call to order
- II. Adopt agenda as set or amended
- III. Approval of March 11, 2025, minutes
- IV. Financial Update
- V. Directors Update
  - a. DDA program coordinator
  - b. Accounting Software
  - c. Hikeawassee
- VI. New Business
  - a. Ana Hess Invoice - \$2,120
  - b. Hikeawassee – Ratify van rental – amount \$3,912.38
    - i. DDA to cover rental cost should city not split the cost
  - c. Policy – open records request
  - d. Secretary – minutes
  - e. Made In Georgia Festival – \$500, June 28 & 29, 10 AM – 4 PM
  - f. Music in The Park – Saturday’s
  - g. Memory Lane Table – GMFG - \$250, April 24 Hamilton Gardens – 6PM
  - h. DDA Board members – Upcoming vacancy – nomination committee
- VII. Old Business
  - a. Sponsorship updates
  - b. PBC – Update – Babette
    - i. Schedule -revisit calendar
    - ii. Grant financial update
    - iii. Committees
      1. VIP Reception and Open House
  - c. Night Market Update
    - i. Coordinator update – Caitlin
  - d. Fund-Raising Update
    - i. Event update
      1. Committee
      2. VIP & Tables
  - e. Fireflies
- VIII. Executive Session
- IX. Adjourn

Approved

## Downtown Development Authority Meeting Minutes

Date: 4/8/25

Time: 8:30 am

Location: 50 River Street

Board Present: Paul Smith, Tamela Cooper Peggy Gardner, Amy Barrett, (Scott Benton Present via Zoom)

Absent: Tyler Osborn, Babett Dunn

Guest: Denise McKay, Caitlin Ayers, & Jim Olsen (Nancy Noblet enter @ 9:02 and left @ 9:18 am)

- I. Call to order by Paul: 8:33 am
- II. Adopted agenda to amend and add I. to New Business for Façade grant application: Motion Peggy Second Tamela Pass
- III. Approval of March 11, 2025, Minutes: Motion Peggy Second Amy Pass
- IV. Financials Update: Motion Peggy Second Paul Pass
- V. Director update
  - a. DDA Program Coordinator
  - b. Accounting Software
  - c. Hikeawassee
- VI. New Business
  - a. Ana Hess Invoice-\$2120: Motion Peggy Second Tamela Pass
  - b. Hikeawassee Bus Ratify rental 50/50 split with City. (Amy Barrett recused herself from the vote): Motion Peggy Second Paul Pass
  - c. Policy- Open records
  - d. Secretary
  - e. Made in Ga Festival: \$500 June 28&29 10 am-4 pm: Motion Peggy second Tamela Pass
  - f. Music on the square (will rotate DDA board members and Council Representatives)
  - g. Memory Lane GMFG \$250.00 April 24<sup>th</sup> 6:00 pm: Motion Peggy Second Tamela pass (Amy will attend with Tim and Scott will attend too)
  - h. DDA Board member -Nomination Committee Scott, Paul, Tamela and Tyler
  - i. Façade grant approved Pending detail proof of paint price amount and Letter from the Owner of the building allowing painting of restaurant. Motion: Peggy Second Paul Pass
- VII. Old Business

Approved

- a. Sponsorship updates
- b. PBC — Update — Babette (Skipped)
  - i. Schedule revisit
  - ii. Grant Financial update
  - iii. Committees
    - 1. VIP Reception and Open House (June target)
- c. Night Market Update
  - i. Coordinator update- Caitlin 15 vendors as now, discussed the idea of Theme Nights for First Friday,
- d. Fund-Raising update
  - i. Event update
    - 1. Committee
    - 2. VIP & Tables
- e. Fireflies update Peggy

VIII. Executive session

IX. Adjourn by consent 9:30 am