



Hiawassee Downtown Development Authority Meeting Agenda

Date: Tuesday, June 10, 2025
Time: 8:30 AM
Location: 50 River Street

- I. Call to order
- II. Adopt agenda as set or amended
- III. Welcome Lily Ponitz – Economic Development Director
- IV. Approval of May 13, 2025 minutes
- V. Financial Update
- VI. Directors Update
 - a. VIP event recap
 - i. Unveiling – donor wall
 - b. Grant financial update
 - c. Ribbon Cutting – Chatuge Woodsmith – June 12 at 2 PM
 - d. PBC – Christine
 - i. Hours of operation
 - ii. Opening date
 - iii. Miscellaneous
 - e. Hikeawassee
 - i. Final numbers
- VII. New Business
 - a. PBC account – South State bank - Deposit \$500
 - b. Signature cards
 - c. True South proposal
 - d. Ana invoice – \$1,840
 - e. Mamas invoice – ratify – \$1,332.93
 - f. Visaprint invoice – ratify – \$986.03
 - g. Radio fundraiser
 - h. Meeting location
 - i. DDA website – Tyler
 - i. Business directory
 - j. Amazon business account
- VIII. Old Business
 - a. Music in The Park – Saturday's
 - i. Sign up
 - b. Sponsorship updates
 - c. PBC – Update – Babette
 - d. Night Market Update
 - i. Coordinator update – Caitlin
 - e. Fun-Draising Update
 - i. Event update
 - 1. Committee
 - 2. VIP & Tables
 - 3. Silent Auction – Amy
 - f. Fireflies
- IX. Executive Session
- X. Adjourn



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Date: Tuesday, June 10, 2025

Time: 8:30 AM

Location: 50 River Street

Attended Board: Babette Dunn, Peggy Gardner Tyler Osborn, Amy Barrett, Tamela Cooper (arrived 8:46 am)

Other Guest: Denise McKay, Lily Ponitz, Caitlyn Ayers, William Ayers, Paul Smith, Shelly Knight

- I. Call to order 8:40 am
- II. Adopt to amended agenda to add item K, Façade Grant and accept Motion Peggy 2nd Babette Unanimously passed
- III. Welcome Lily Ponitz – Economic Development Director
- IV. Approval of May 13, 2025 minutes Motion Amy 2nd Peggy Unanimously Passed
- V. Financial Update Motion Amy 2nd Babette Unanimously Passed
- VI. Directors Update
 - a. VIP event recap
 - i. Everything went well with the event. The donor wall will be unveiled at a later date when it is ready.
 - b. Grant financial update
 - i. The grant is ready to close out and Denise will be helping to finish that.
 - c. Ribbon Cutting – Chatuge Woodsmith – June 12 at 2 PM
 - d. PBC – Christine
 - i. Hours of operation for the MBC are M-W 10a-2p, T-F appointment only
 - ii. Opening date set for June 16
 - e. Hikeawassee Amy and Peggy meet w/DCA ARC
 - i. Final numbers were discussed with the board
- VII. New Business
 - a. PBC account – South State bank - Deposit \$500 Motion Amy 2nd Tamela Unanimously Passed
 - b. Signature cards – United Community Bank accounts – add Christine Osborn and Lily Ponitz, remove Denise McKay and Steve Harper
 - c. True South proposal to tint windows in PBC to reduce heat in the building was discussed. Amy suggested taking the proposal to Council since it is a City owned building. Babette suggested checking to ensure it will not void any window warranty.
 - d. Ana invoice – \$1,840 Motion Peggy 2nd Babette Unanimously Passed
 - e. Mamas invoice – ratify – \$1,332.93 Motion Tamela 2nd Babette Unanimously Passed
 - f. Visaprint invoice – ratify – \$986.03 Motion Babette 2nd Amy Unanimously Passed
 - g. Radio fundraiser Motion to invest up to \$600.00 Peggy 2nd Tamela Unanimously Passed
 - h. Meeting location was discussed if we should start having them at the PBC or continue at City Hall. It was decided that due to the space in the board rooms at PBC, we would continue at City Hall to

allow for more guest to join the open meetings. Committee meetings can be held at the PBC as space allows.

- i. DDA website – Tyler suggested not renewing with Locable and going to Wix Motion Amy 2nd Babette Unanimously Passed
 - i. Business directory on the new website will be updated as well
- j. A discussion to open an Amazon business account Motion Babette 2nd Peggy Unanimously Passed
- k. (amended) Facade Grant Hiawasse Family Restaurant Motion Peggy 2nd Babette Unanimously

passed

VIII. Old Business

- a. Music in The Park – Saturday's
 - i. Sign up
- b. Sponsorship updates
- c. PBC – Update – Babette
- d. Night Market Update
 - i. Coordinator update – Caitlin
- e. Fun-Draising Update
 - i. Event update
 - 1. Committee
 - 2. VIP & Tables
 - 3. Silent Auction – Amy, Lily, and Christine
- f. Fireflies

IX. Executive Session to discuss -Real Estate Motion Amy 2nd Tamela Unanimously Passed

X. Motion to come out of executive session Amy 2nd Peggy Unanimously Passed

XI. Opened doors to the public

XII. No motion was made to accept the proposed PBC incubator client.

XIII. Adjourn by consent 9:55 am