



## Hiawassee Downtown Development Authority Meeting Agenda

Date: Tuesday, September 9, 2025  
Time: 8:30 AM  
Location: 50 River Street, Upstairs Training Room

- I. Call to order
- II. Swear in new Board Members
  - a. Kristi Bryant
  - b. Shawn Farmer
  - c. Doug Schober
- III. Adopt agenda as set or amended
- IV. Welcome the new board member candidates
- V. Approval of August 11, 2025 meeting minutes
- VI. Financial Update – Lily
- VII. Directors Update – Lily
  - a. Program Coordinator Hiring
  - b. PBC Operations Update
  - c. Georgia Downtowns Conference Recap
- VIII. Night Market Update – Caitlin
- IX. New Business
  - a. Date and time of regular meetings
  - b. DDA Basic Training
  - c. Schedule date for a DDA retreat
  - d. Officer positions: Co-Chair and Secretary
  - e. Treasurer candidate: Tonya Schober
  - f. Georgia Economic Placemaking Collaborative (GEPC)
- X. Old Business
  - a. Hiawassee 2026 Updates
  - b. Firefly Project Succession
- XI. Executive Session
- XII. Adjourn



## Hiawassee Downtown Development Authority Meeting Minutes

Date: Tuesday, September 9, 2025

Time: 8:30 AM

Location: 50 River Street, Upstairs Training Room

Board Present: Tyler Osborn, Amy Barrett, Kristi Bryant, Shawn Farmer, Doug Schober, Tonya Schober

Staff Present: Lily Ponitz, Jinelle Wagner

Guests Present: Jim Olson, Caitlin Ayers, William Ayers, Nancy Noblet (left early)

### **I. Call to order**

Tyler called the meeting to order at 8:32 AM.

### **II. Swear in new Board Members**

- a. Kristi Bryant
- b. Shawn Farmer
- c. Doug Schober

### **III. Adopt agenda as set or amended**

- Amended the agenda to add New Business item g. Partial refund for silent auction item - \$700
- Motion: Amy | Second: Doug | Approved

### **IV. Welcome the new board members and new Program Coordinator**

### **V. Approval of August 11, 2025 meeting minutes**

Motion: Amy | Second: Kristi | Approved

### **VI. Financial Update – Lily**

- Explained structure and purpose of the various accounts.
- Motion: Amy | Second: Shawn | Approved

### **VII. Directors Update – Lily**

#### **a. Program Coordinator Hiring**

- Jinelle Wagner was hired as the Program Coordinator.

#### **b. PBC Operations Update**

- This update will be prepared monthly.
- After the DDA reviews this update, send it to the City Council for their information.
- Discussed expanding the PBC region to include Hall County.

#### **c. Georgia Downtowns Conference Recap**

- Discussed joining Main Street. There would need to be separate board members on DDA and Main Street.
- Discussed hosting a DDA/Main Street mixer to network with local groups.

### **VIII. Night Market Update – Caitlin**

- This is the 6th year of the Night Market.
- The maximum number of vendors is 33 – September's Night Market had 23.
- The October theme is Fall Finale.
- Discussed integrating Night Market with the PBC through a holiday shopping event.

## **IX. New Business**

### **a. Date and time of regular meetings**

- Decided to move regular meetings to the 3rd Tuesday of each month at 8:30AM to enable timely financial reviews.

### **b. DDA Basic Training**

- Decided to bring a trainer up after January 2026, so that the whole new board can be trained together.
- Options for trainers include Monica from Madison and possibly GMRC.
- Consider pairing up with other regional DDAs to share the cost of group training.

### **c. Schedule date for a DDA retreat**

- Decided to wait until the new board members and city council members are onboard after January 2026.
- GMRC will facilitate this.
- This could be a joint retreat where DDA meets in the morning, then DDA and Council meet in the afternoon.

### **d. Officer positions: Co-Chair and Secretary**

- Jinelle Wagner was nominated for Secretary and Kristi Bryant was nominated for Co-Chair.
- Motion: Amy | Second: Tyler | Approved

### **e. Treasurer candidate: Tonya Schober**

- Tonya Schober was nominated for Treasurer.
- Recused: Doug | Motion: Kristi | Second: Shawn | Approved
- Discussed dividing responsibility for accounts payable and accounts receivable.

### **f. Georgia Economic Placemaking Collaborative (GEPC)**

- Decided to wait and consider applying next year, after this DDA and Council have gotten to know each other.

### **g. Partial refund for silent auction item - \$700**

- DDA will refund the winner of the Argentina trip \$700.
- Motion: Amy | Second: Doug | Approved

## **X. Old Business**

### **a. Hikeawassee 2026 Updates**

- Corporate sponsorship packets have been sent to 4 companies with Trailful's help.
- The next step in fundraising is going to be reaching out to local businesses.

### **b. Firefly Project Succession**

- We need a DDA board member volunteer to lead the Firefly project. Peggy will continue to be involved and help this volunteer to restart the project committee.

## **XI. Executive Session**

Motion to enter executive session to discuss potential litigation.

Motion: Amy | Second: Shawn | Approved

Entered executive session at 9:58 AM.

Motion to come out of executive session.

Motion: Amy | Second: Shawn | Approved

Came out of executive session at 10:15 AM.

**XII. Adjourn by general consent at 10:18 AM.**