CARTERSVILLE DOWNTOWN DEVELOPMENT AUTHORITY

Board of Directors Meeting Minutes

Thursday, February 20, 2020

1. Call to Order Dan Kramer

Dan Kramer called the meeting to order.

Board members present: Jennifer Smith, Alexis Carter-Callahan, Dan Kramer, Mary Ann Henry, Pam Wilson, and Alan Sanders

DDA staff present: Lillie Read, Kaaren Tramonte

1. Approval of Minutes Dan Kramer

Dan requested a motion to approve the January minutes. Jennifer Smith moved to approve the minutes as presented. Mary Ann Henry seconded. The motion was voted and passed unanimously. (6-0)

1. Internal Affairs
	1. Review of Budget Lillie
	2. Manager’s Update Lillie
	3. Marketing/Events Update Kaaren
	4. Board Update Board members

Lillie reviewed the budget and gave the manager’s and marketing/events updates.

1. New Business
	1. Recommendation for Festival Zone for Spring Pub Crawl Alan

Alan presented a proposal to the board regarding a recommendation to City Council for implementation of a Festival Zone for the spring pub crawl. Jennifer Smith made a motion to approval the proposal and recommend a festival zone to Council for the spring pub crawl. Mary Ann Henry seconded. The motion was voted and passed unanimously. (6-0)

* 1. Discussion of BBQ & Brews Agreement Lillie

The board discussed the annual contract with BBQ and Brews and requested the addition of a clause requiring a conceptual map of the festival be submitted to the DDA a week prior to the event and to require a deposit of $2,100 be paid in advance of the event. Jennifer Smith made a motion to approve the contract with the additional items as discussed. Alexis Carter-Callahan seconded. The motion was voted and passed unanimously. (6-0)

* 1. Approval of BID Grant applications Lillie

Lillie presented a summary of the BID Grant applications to the board. DDA Director, Lillie Read, provided updates for each of the applications to confirm eligible expenses. The applications were reviewed and recommended for approval by the BID Grant committee: Alan Sanders, Jennifer Smith, and Dan Kramer. Applications were received by Alan Barnes ($2,500), Brad Stephens ($300), Daryl Roberts ($450), Elizabeth Watkins ($1,305), Greg Taylor ($2,500), Teresa Rutledge ($2,500), John S. Lewis ($825, $1,875, $2,500), Lynn Johnson ($667), Ron Goss ($2,500 & $2,500), Teresa Adams ($305), and Terra Silver ($430). Jennifer Smith made a motion to approve the BID grant expenses as presented in the amount of $21,157.50. Dan Kramer seconded. The motion was voted and passed unanimously. (6-0)

1. Other Business

There was no other business.

1. Adjourn

Pam Wilson made a motion to adjourn.