CARTERSVILLE DOWNTOWN DEVELOPMENT AUTHORITY

Board of Directors Meeting Minutes

Thursday, July 16, 2020

1. Call to Order Dan Kramer

Dan Kramer called the meeting to order.

Board members present: Dan Kramer, Jennifer Smith, Alan Sanders, and Mary Ann Henry were present in person. Pam Wilson was present via Zoom.

Board members absent: Alexis Carter-Callahan  
DDA staff present: Lillie Read, via Zoom

City staff present: Dan Porta, via Zoom

1. Approval of Minutes Dan Kramer

Jennifer Smith made a motion to approve the minutes as presented. Mary Ann Henry seconded. The motion was voted and passed unanimously. (5-0, with one absent)

1. Internal Affairs
   1. Review of Budget Lillie
   2. Manager’s Update Lillie
   3. Board Update Board members

Lillie reviewed the budget and gave the manager’s update. There were no updates for marketing/special events and no updates from the board. The DDA official separated finances from the city starting July 1.

1. New Business
   1. Update on budget and finances Lillie

Lillie updated the board about the process for separating from the city financially. The DDA has acquired a bank account with Century Bank for the operational and BID fund, it has also obtained a credit card through Century Bank. Quickbooks is going to be used for account management.

* 1. Discussion of August events Lillie

In light of the governor’s orders for governments not to encourage gatherings (a gathering being a group of more than 50 in a single location) the board agreed to cancel the August concert. Jennifer Smith made a motion to cancel the August Music by the Tracks event. Dan Kramer seconded. The motion was voted and passed (5-0, with one absent).

* 1. Discussion of pole banners Lillie

Lillie gave an update on the price of pole banners and hardware for the gateway intersections to downtown. The board requested information about the cost to hang banners along Main Street and the Church Street Bridge.

* 1. Discussion of DDA facilities Lillie

The board discussed whether to keep the public facilities open due to COVID and it was decided to maintain them due to lack of other public bathroom facilities downtown.

1. Other Business

The board discussed inviting Alan Barnes to join the board, based on his prior application and the opening created by Barry’s resignation.

1. Adjourn

Alan Sanders made a motion to adjourn.