CARTERSVILLE DOWNTOWN DEVELOPMENT AUTHORITY

Board of Directors Meeting Minutes

Thursday, August 20, 2020

1. Call to Order Dan Kramer

Dan Kramer called the meeting to order.

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

DDA staff present: Lillie Read, Erika Wyant, and Dan Porta (via Zoom) for the City.

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. (6-0)

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. Staff is still working to finalize QuickBooks and will provide updated financial reporting by the next board meeting.

1. New Business
	1. Resolution for DDRLF Loan through DCA Lillie

The board approved a resolution in support of the DDRLF loan for 5 South Public Square in the amount of $112,000. Dan Kramer mad a motion to approve. Pam Wilson seconded. The motion was voted and passed unanimously. (6-0)

* 1. Discussion of September 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 September concert. Alexis Carter-Callahan made a motion to cancel the September Music by the Tracks event. Mary Ann Henry seconded. The motion was voted and passed unanimously (6-0).

* 1. Discussion of Fall Pub Crawl Lillie

Lillie discussed options for a Fall Pub Crawl over Halloween weekend. 10 downtown businesses are interested in participating and all must adhere to social distancing guidelines. Alan Sanders made a motion to approve presenting a Fall Pub Crawl for Halloween weekend. Mary Ann Henry seconded. The motion was voted and passed unanimously (6-0).

* 1. Update on pole banners Lillie

The board discussed pole banners and due to cost and staff shortages in other departments that would be helping with installation the board opted to revisit banners for the spring time or at a future date.

1. Other Business

There was no other business.

1. Adjourn

Jennifer Smith made a motion to adjourn.