Downtown Development Authority

September 19, 2012

City Hall Conference Room

Present: Earl Johnson, Chairman

 Alice Glenn, Treasurer and Organization Committee Chair

 Kathy Bryant, Executive Board Member

 Nicki Meyer, Executive Board Member

 Terry Shugart, Exective Board Member

 Peggy Vickery, Executive Board Member

 Henley Cleary, Promotion Committee Chair

 Gene Fraley, Economic Restructuring Committee Chair

 Nancy Hardigree, Design Committee Chair

 Advisory Board Members:

 Pudge Smith

 Tia Athens

 Tedi Fraley

 Pat Harper

 Helene Brown

 Tammy Hutchinson

 Media: Lauren Peeples, Hartwell Sun

 Honorable Mayor Jennifer Scott

Chairman Earl Johnson called the meeting to order at appr. 12: 10 p.m.

1. Treasurer’s Report – presented by Alice Glenn and accepted by the board
2. Promotions Committee Report by Henley Cleary, Chair
	1. Update on scarecrow program
	2. Update on 1st Saturday program
	3. Discussion of tree lighting program
		1. Terry Shugart made an official motion to move the Christmas Tree Lighting Ceremony to the Friday after Thanksgiving. Kathy Bryant, seconded. Unanimous.

The promotions committee will head up the Christmas Tree lighting program and Vickery and Shugart will help with garland around the square

* 1. Discussion of the Monster Mash
		1. Nicki Meyer is working on vendors for the event. The Chamber also has some risers that can be used. Mayor Scott will do a welcome. Permission has already been granted for needed road closures.
1. Design Committee Report – Nancy Hardigree, Chair. Banner guidelines are on hold.
2. Economic Restructuring Committee Report – Gene Fraley, Chair
	1. Letter from Mayor Scott thanking everyone for good job on city hall open house.
	2. Updated everyone on the railroad street project.
	3. Explained T.O.R.C.H. the non-profit group, to everyone.
3. Organization Committee Report- Alice Glenn and Peggy Vickery
	1. Discussion of the DDA director’s job becoming a city employee or not.
	2. Nicki Meyer made the motion to not have the DDA director become a city employee. Second by Terry Shugart. Executive Board member vote unanimous. Carey Jackson, Executive Board member was absent.
4. Chamber Report – Nicki Meyer
	1. Nicki presented a proposed collaboration of responsibilities to help delineate DDA job functions from the Chamber. Chairman Johnson asked that all board members read the proposal and it will discussed at the next DDA meeting.
5. Chairman’s Report – Earl Johnson
	1. Reported that a new computer has been ordered and the DDA office has been cleaned up.
6. Mayor’s Report – Jennifer Scott
	1. Requested that a board member be present at all city council meetings.
7. Other Business:
	1. Nicki Meyer informed the board the Cindy Edison has a great 25 minute powerpoint presentation that would be valuable for everyone to see. It was agreed to wait until the new DDA director is hired.
	2. Alice Glenn brought up the subject of the purchase awards art work that the DDA has. Alice suggested that maybe we could sell this artwork at the Mistletoe Market sponsored by the art center.
	3. Terry Shugart suggested that in the future, meetings be advertised as 2 hour meetings.

Meeting Adjourned