

**Town of Sharpsburg  
Downtown Development Authority Meeting  
Sharpsburg Central Library  
110 Terrentine Rd  
Sharpsburg, GA 30277  
December 4<sup>th</sup>, 2023**

**MINUTES**

**9:00 AM**

**Call DDA Meeting to Order:**

Chair Yarbrough called the meeting to order at 9:04am.

**Prayer:**

Chair Yarbrough led all in attendance in prayer.

**Pledge of Allegiance:**

Chair Yarbrough led all in attendance in the Pledge of Allegiance.

**Establish a Quorum:**

Chair Yarbrough stated that a quorum was present. Authority Members Brown, Barrett and Wren were absent.

**Guests:**

Monica Tschantz, Coordinator for Team Hungry.

**Presentations:**

There were no presentations.

**Review/Approval of Minutes:**

Authority Member Good moved to approve the November 13<sup>th</sup>, 2023, minutes. Authority Member Woods seconded the motion. The motion passed 4-0-3 with Authority Member Brown, Barrett and Wren absent.

**New Business:**

**1. Discussion of Fundraising**

Chair Yarbrough briefed the members on the opportunity to raise funds for the DDA. The South Georgia Pecan Company has specialty nuts that can be sold during the holiday season. The

specialty nuts are 1lb. bags and come in multiple flavors. The DDA will be offering Praline Pecan Halves, Mammoth Pecan Halves, Deluxe Mixed Nuts and Chocolate Amaretto Pecans.

Chair Yarbrough briefed the members of the places the booth could be set up to advertise the specialty nuts. Authority Members agreed that the DDA can set up a booth anywhere in Sharpsburg from now until the Christmas Market for fundraising. The booth will be run by volunteers and Authority Members.

Chair Yarbrough discussed having a 10ftx5ft banner for the DDA booth. It would have the DDA seal on it and provide a marker for the DDA. The budget for the banner was discussed regarding the size and the design used.

Authority Member Woods moved to approve the budget for the banner would not exceed \$200.00. Authority Member Harris seconded the motion. The motion passed 4-0-3 with Authority Members Brown, Barrett and Wren absent.

#### **Old Business:**

##### **1. Discussion of Tagline**

Tabled to DDA Meeting January 2024.

##### **2. Discussion of DDA Official Seal**

The seal will mimic the Town's circular shape but will state "Downtown Development Authority" under the town image.

Authority Member Harris moved to approve the seal. Authority Member Woods seconded the motion. The motion passed 4-0-3 with Authority Members Brown, Barrett and Wren absent.

##### **3. Christmas Market Updates**

The layout for the Christmas Market was discussed to utilize as much space as possible for the vendors and activities. The outdoor pavilions and Community Center will be used for family activities and a variety of vendors.

##### **4. Correction Amendment for 9.11.23 Meeting Minutes**

No vote or action taken.

**Public Comments – No public comments.**

**Polling of Council**

Authority Member Harris requested guidance on placement of the Christmas Tree in Sharpsburg. He briefed the members on the delivery and installation progress. The tree was stated to be assembled and placed on the concrete in the grassy area by the gazebo.

**Administrator’s Report – No Administrator Report.**

**Chair’s Updates**

Chair Yarbrough briefed the members of the Financial Report starting in January 2024.

Chair Yarbrough stated that the current Agenda for the December 4<sup>th</sup>, 2023 meeting need to be corrected for the New and Old Business points.

Chair Yarbrough moved to amend the agenda or the December 4<sup>th</sup>, 2023 meeting, with the removal of the New Business: (1) Decision on the DDA Official Seal, (2) Christmas Market Update, and (3) Discussion of Town Tagline, and the addition of (1) Discussion of Fundraising: South Georgia Pecan Company as the sole New Business. Authority Member Harris seconded the motion. The motion passed 4-0-3 with Authority Members Brown, Barrett and Wren absent.

**Executive Session – No Executive Session.**

**Adjournment**

Authority Member Good moved to adjourn the December 4<sup>th</sup>, 2023 meeting at 9:57am. Authority Member Harris seconded the motion. The motion passed 4-0-3 with Authority Members Brown, Barrett and Wren absent.

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April Jones, Recording Secretary

  
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April Yarbrough, Chairman

The foregoing minutes were duly approved at an official meeting of the Sharpsburg Downtown Development Authority, in Sharpsburg, Georgia on the 8<sup>th</sup> day of January 2024.

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April Jones, Recording Secretary