



**Pembroke Downtown Development Authority
Pembroke Better Hometown
Meeting Minutes**

Wednesday, October 4th, 2023

City Hall

12:00 noon

☐ **Call to Order**

Tiffany Zeigler called to order

☐ **Attendance**

Board Members: Jordon McCoy, Dana Dudley, Jeremy Myers, Tiffany Zeigler

Staff Members: Chris Benson, Fernanda Camacho Hauser

Members of the Public: 8

☐ **Approval of Minutes**

Jeremy Myer's motioned for the approval of the minutes, Jordon McCoy seconded.

☐ **Old Business**

○ Update on Grant Application, Walking Tour

- Fernanda Camacho Hauser presented the update, the Georgia Humanities Grant to be used towards the creation of the Pembroke Historic Walking tour has been completed and turned in as of September 29th. We are expected to hear back by the six-week mark (estimated to be the week of November 13th).

○ Update on Christmas Parade and Tree Lighting

- Chris Benson presented the name of the Grand Marshall suggested by Mayor Cook, Thomas Waters.
- Fernanda Camacho Hauser informed the board that the registration for the Christmas Parade and Market have been opened.
- Board clarified that the 2023 Christmas Market will run from 11 am through 8 pm rather than closing at the beginning of the parade. And an email will be sent out clearing this matter to the vendors who have already registered once the corrections have been made to the automated email that goes out once a registration form has been filled out.

○ Baseball Field Update

- Chris Benson updated the board on the progress of the re-development of the old baseball field; the title search and appraisal have been put into motion and the ALTA Survey has begun.



- **October Events Update**

- For the Friday the 13th, Faith & Blue outdoor movie night to be hosted by the Pembroke Police Department and the Bryan County Sheriff's department the DDA will be assisting by promoting the event on social media and lending the department speaker system.
- For the Saturday 21st drive thru trick-or-treat on Railroad Street in partnership with the Pembroke Public Library the registration for those wishing to pass out candy will close on October 10th.

- **New Business**

- **Board Training**

- Switch to Six
- DDA/Mainstreet

Fernanda Camacho Hauser has informed the board that due to them being a combined Main Street and Downtown Development board they need to be certified in both as well as needing to be Switch to Six certified through the Main Street program. At this point the only training the whole board has is their DDA 101. The board has agreed to see through the training once Fernanda sends out the course links provided by Ellen Hill, Main Street Compliance and Training Coordinator of the Georgia Department of Community Affairs. This is necessary in order for the board to fulfill their training requirements for the Main Street Annual Assessment.

- **Small Business Saturday, November 5th**

- Fernanda Camacho Hauser presented to the board the possibility of being a "Neighborhood Champion" for the annual American Express Small Business Saturday campaign as there is not currently a neighborhood champion within the North Bryan area.
- The board informed Fernanda Camacho Hauser that this is something the board has done in previous years and gave the go ahead to apply to be a Neighborhood Champion once registrations had opened up.

- **Statesboro Visitors**

- Elena McLendon, Allen Muldrew, and Alan Gross of the Downtown Statesboro Development Authority attended the meeting in order to introduce themselves. Elena McLendon and Allen Muldrew participate in the Georgia Downtown Association Mentoring program as Mentors with Fernanda Camacho Hauser as Mentee.

- **Open discussion**



- Topics discussed included the estimated opening date of the Korean Restaurant located in the “Backwards Building”: in the near future.
- An update was provided by a board member of the Friends of the TOS Theater regarding the fund raising and the hiring of a fund-raising consultant who will aid in the creation of a strategy and identification funding sources for the rehabilitation of the building.