



AGENDA
DEVELOPMENT AUTHORITY/MAIN STREET BOARD OF
DIRECTORS
December 15, 2021 at 4:00 PM

Call to Order

Approval of Minutes

- [1.](#) Minutes of November 17, 2021

Financial Update

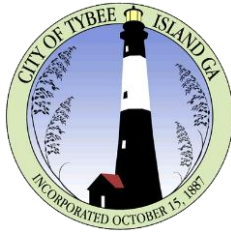
Old Business

- [1.](#) Membership applications

New Business

Committee Reports

Adjournment



Tybee Island Main Street/Development Authority Meeting Minutes, November 17, 2021

Attendance:

Present: Sarah Bernzott, Michael Flores, Bill Garbett, Susan Kelleher, Beth Martin, Michelle Owens

Absent: Jay Burke, Cate Campbell, Maria Lancaster, Charissa Murray, Kelly Swope

Observer: Carol Nathan, Forever Tybee

Next meeting:

December 15, 2021, 4:00 PM

Call to Order

Meeting called to order at 4:22 PM

Approval of Minutes

Susan Kelleher made a motion to approve the minutes of October 13. Beth Martin seconded the motion. The motion passed unanimously.

Financial Update

Michelle Owens reviewed October expenditures and updated the board on the city's process to switch to a new accounting software called Casselle.

Old Business

Michelle informed the board that a new director for the Main Street program has been hired. Her start date is to be determined.

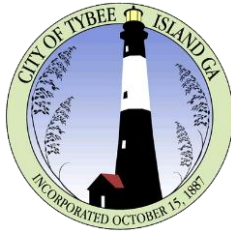
New Business

Michelle informed the board that Rev. Sue Jackson of Trinity Methodist Church is interested in the ex-officio board opening and will be submitting an application. Board members suggested other members who might be interested in filling the voting seat.

Committee Reports

Promotions –

Michelle updated the board that preparations for the tree lighting event and the Christmas parade were underway. The stage company will set up the stage at the entrance of the Strand Avenue parking lot. The Christmas tree has been placed in the center of the circle this year. The elf promotions have been scheduled at various areas around the island. Michelle displayed the



elf costume that will be used for the elf pop-up visits. The business decorating contest and the float decorating contest still need judges. Michelle distributed Christmas event posters and flyers for businesses to display in windows.

Michelle showed the board Christmas swags from years past and said DPW wants to know if they should keep them or throw them away. The board will ask DPW to keep the decorations. Main Street can store the decorations off site so that DPW can have room for existing decorations.

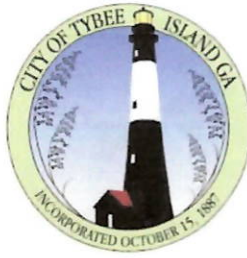
Design –

Board members discussed electrical upgrades on Tybrisa. If the electrical supply is not adequate for the tree lighting, the board would like to find out if temporary power poles can be erected. Also, the board would like the city to make sure light bulbs are replaced in the light strings prior to the event.

Several board members met with city council members regarding previously identified improvements needed on Tybrisa. The Main Street program will continue to work with city staff to implement the upgrades, including electrical repairs, bench and trashcan upgrades and pressure washing.

Adjournment:

Sarah Bernzott left the meeting at 5 p.m.
Beth Martin left the meeting at 5:30 p.m.
Meeting adjourned at 5:45 PM



APPLICATION FOR DEVELOPMENT AUTHORITY/MAIN STREET BOARD MEMBER

The Tybee Island Development Authority/Main Street program works closely with the city's Community Development Department, The Historic Preservation Commission and the local business community to ensure the Island's quality of life is enhanced through the Main Street *Four Point Approach* of Design, Organization, Promotions and Economic Vitality.

APPLICANT INFORMATION

APPLICANT NAME: Sue A. Jackson

STREET ADDRESS: 1215 Lovell Ave., Tybee Island, Ga. 31328

PHONE: 229.869.6939

EMAIL: revsuetybee@gmail.com

BACKGROUND & EXPERIENCE

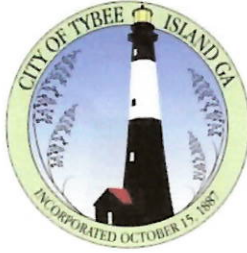
Please share how your professional and personal interest make you a good candidate for the Development Authority/Main Street Program

__My first college major was Architectural design. Where I proposed renovation of buildings for future use. I have been in ministry for over 30 years. A Church should always be a vital part of the community; shining the light of Christ and bringing hope to the world. As a Children's Director, I was chairwoman of the Georgia state wide Join the Journey Retreat for children going through confirmation. We developed and established the retreat; which, today, continues as a vital retreat across Georgia.

As part of the worship committee for the South Georgia Annual Conference, I worked with a team on developing creative and meaningful worship settings for approximately 1000 people. In Macon, under my leadership, our church facility was renovated for a transformation to effect powerful worship. While I was in Macon, I was part of the Leadership Development Team. It would be an honor and pleasure to be on the Main Street Board as an ex officio member, if the board would choose so.

APPLICANT ELIGIBILITY

EX - OFFICIO



As a nominee for the board, I affirm that I am:

- A Resident of Tybee Island
- Willing to serve a three-year term. (Members may not serve more than two consecutive terms)
- Able to attend meetings the third Wednesday of the month at 4 p.m.
- Interested in economic development, historic preservation, community design and special events,
- Aware that members shall not receive a salary, although they may be reimbursed for expenses.

Applicant Signature Sue Jackson Date 11.19.21

DUTIES & RESPONSIBILITIES OF THE COMMISSION MEMBER

1. Attend at least 75% of board meetings and special events.
2. Serve on one of the three main subcommittees: Promotions, Design, Economic Vitality
3. Complete mandatory Main Street 101 and Downtown Development Authority 101 trainings from the Georgia Main Street Office.
4. Ask questions, request information, participate in and take responsibility for making decisions on issues, policies, and other board matters.
5. Act as a spokesperson when called upon
6. Participate in one or more fundraising activities when appropriate
7. Act in the best interests of the organization, and excuse yourself from discussions and votes where you have a conflict of interest.
8. Stay informed about what's going on in the organization and in the broader Main Street program both statewide and nationally.
9. Ensure that the organization does the best work possible in pursuit of its goals and mission.



APPLICATION FOR DEVELOPMENT AUTHORITY/MAIN STREET BOARD MEMBER

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APPLICANT INFORMATION

APPLICANT NAME: Dillon Patel.

STREET ADDRESS: 7 14th St.

PHONE: (912) 547-7260.

EMAIL: dillon.tybee@gmail.com

BACKGROUND & EXPERIENCE

Please share how your professional and personal interests makes you a good candidate for the Development Authority/Main Street Program

I was born and raised here on Tybee Island. My family has been on this island for over 40 years. I still live on the island and all of my businesses are on the island. I graduated from Armstrong State University with a degree in Business Economics and a minor in English. I care about growth and development as well as the quality of life for our residents. I strive to support a healthy balance between both tourists and locals. I have always wanted the best for Tybee and it's future and I will continue to try to help Tybee be the best version of itself however I can. Thank you for your consideration.

APPLICANT ELIGIBILITY

As a nominee for the board, I affirm that I am:

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Voting



Aware that members shall not receive a salary, although they may be reimbursed for expenses.

Applicant Signature *Dillon Patel* Date 12/9/21

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