

**DOWNTOWN DEVELOPMENT AUTHORITY BOARD OF
DIRECTORS MEETING**

MINUTES

September 24th, 2025, 2PM

Board Member Attendance: Lindsai Mobley-Gentry, Bill Tinley, Jesse Palmer III, Jenna Maddox, Roxanne Reid

Board Member Absence: Rex Gerlinger, Elizabeth Highsmith

Staff Member Attendance: Don Lively, Shelley Broxton, Emma Mullis

Other Attendance: Nan Lynch, Lindsey Keller

- 1) Meeting was called to order by Chair Gentry at 2:06 pm
- 2) Review and approve/change/accept minutes from previous meeting August 24th, 2025.
 - a) Motion to approve by Jenna Maddox
 - b) Second Jesse Palmer III
 - c) Approved Not Approved
- 3) Partner Reports:
 - a) Chamber of Commerce N/A
 - b) D.O.O.R. Trick or Treat on Liberty will be on Friday, October 31st, from 3PM until 5PM. Christmas on Liberty will be on Friday evening, December 5th, beginning at around 5PM.
- 4) Old Business:
 - a) It was suggested that the theme for the DDA Christmas Parade be “A Griswold Family Christmas Vacation”. The parade will be on Saturday, December 6th, at 1PM. Rainout date will be Saturday, December 13th. It was suggested that the DDA might participate in the parade with a float of its own.
 - b) Don Lively reported that Waynesboro Martial Arts has moved into 629 N. Liberty Street and that they will be having a ribbon cutting and grand opening whenever it can be worked out.

- c) **The Downtown Open House will be on Sunday, November 23rd, from 1PM until 5PM. Don Lively has ordered bamboo cutting boards with the bird dog logo as giveaways for the event.**
- d) **Don Lively reported that he and Shelley Broxton are continuing to work on the Main Street Start Up Application.**
- e) **Don Lively was asked to contact all businesses that had secret shoppers in their shops to see if they wished to know the results.**

5) New Business:

- a) **It was suggested and discussed that the DDA purchase several different items to sell as fundraisers during the upcoming Holiday events such as the Downtown Open House and Christmas on Liberty. A “Bird Dog Shop” could be set up at the site of the future downtown restrooms. Suggestions were notecards with bird dog logos, and coloring books with scenes from Waynesboro and Burke County. Don Lively will contact Best Office Solutions about having the products made.**
- b) **Lindsai Gentry suggested that the DDA sell greenery during the Holidays as a fundraiser. She will look into the project.**
- c) **Nan Lynch and Lindsey Keller presented ideas as to how to decorate the space at the restroom site so that it can be used as a food truck stop until construction on the project begins, including picnic tables and other items. A motion was made by Jenna Maddox to spend the requested funds from the DDA account. Jesse Palmer III seconded the motion, which passed. Don Lively was requested to see if the City would waive vendor fees for food trucks when they come to the site. It was decided that the third Thursday, October 16th, would be the first food truck event.**
- d) **Nan Lynch brought up the need to replace the downtown rooftop lights that were originally bought by First National Bank. No decision was made as to if and how much the City or the DDA could contribute toward the lights.**

6) Adjournment:

- a) **Motion to adjourn by Roxanne Reid**
- b) **Second by Jenna Maddox**
- c) **Meeting was adjourned at 3:05PM by Chair Gentry**

