

REGULAR MEETING OF THE
PANAMA CITY DOWNTOWN IMPROVEMENT BOARD
MONDAY November 26, 2018 at 830AM
Center for the Arts

1. **CALL TO ORDER-** LIANE HARDING, JANE LINDSEY, PAM ARMSTRONG, KIM SYFRETT, CATHERINE SHORES - officiating, DARYLE BURKEY
2. **CHAIRMAN'S REPORT-** NONE
3. **FINANCIAL STATEMENT-** NONE
4. **NEW BUSINESS:**
 - **Update on DIB role for Jaycees Christmas Parade**– We are offering Event Support to the Jaycees for the event (barriers, etc.) We are running a venue from 4th to Oak Avenue, including vendors and entertainment; operating at no cost to the DIB. City has done their best to bring out and hang any usable Christmas decorations on the light poles. Power is currently off in Gateway Park – staff directed to get the power back on. Jaycees is to provide portapotties, as well as the Grinch and Who's for photos. Staff is to coordinate with Millies for Santa and Mrs. Claus timelines. Allan Branch agrees to bring his inflatable movie screen and show a classic Christmas movie.
 - **Gateway Park decorations** - Jane Lindsey offers for the DIB to come look through her collection of decorations. The board discussed options of buying vs. leasing decorations. Staff recommends purchasing so that costs can be amortized across time, and if items are purchased with a theme in mind they could be utilized for other events throughout the year. Catherine Shores brings the current status to the trees in the park from the storm. Staff and Allan Branch with a crew agree to meet and clean up the park/remove downed trees. Thursday is set aside for volunteers to come help decorate t Gateway Park. Staff directed to research costs/values of new snow machines. Liane Harding makes a motion to allow \$1000 spending limit for extension cords and lights. Kim Syfrett seconds. Board approves unanimously.
 - **DIB Flagpole flags-** Jane Lindsey and her family hung all the flags they could with infrastructure that was still intact. There is damage to some of the flagpole mounts. Allan Branch offers his crew people to go through the district and try to repair what's broken.
 - **DIB temporary location-** DIB will be sharing space with DestinationPC, Bay County Chamber of Commerce, Martin Theatre, and Bay Arts Alliance at 501 Grace Avenue. It will be the temporary home for all those organizations for the foreseeable future.
5. **ADMINISTRATIVE UPDATES-NONE**
6. **REMINDERS/CALLS OF ACTION-** next meeting **December 10, 2018 at 501 Grace Avenue @8:30 am**
7. **ADJOURNMENT**