



**Minutes**  
**February 3, 2009**  
**Carrabelle City Hall**  
**3:00 P.M.**

**Present:** Members Brown, Collins, Cook, Hauser, Prickett, Sanders, Chairperson Spohrer, and Taylor;

**Recording:** Fran Edwards, Staff

**Guests:** David Butler, Linda Minichiello, Sheryl Mitchell, Arlene Oehler, Royce Rolstad, Elaine Rosenthal, Suzanne Zimmerman;

**I. Call To Order:** Chair Spohrer called the meeting to order at 3:05 p.m.

**II. Introductions:**

**III. Amendments to Agenda:** No amendments were required

**IV. Minutes of January Council Meeting –**

**Motion:** to accept the minutes of the January meeting with no changes.

**Motion:** Taylor, 2<sup>nd</sup> Cook; passed.

**V. Staff Reports:**

**Collections:** Staff provided a year-to-date and fiscal year collections report which are attached by reference to these minutes.

**Administrative Report:** Staff reported there was no written Administrative Report available.

**Infrastructure Grant Cycle:**

**Motion:** Staff shall correspond with Franklin County, City of Carrabelle and City of Apalachicola to establish immediate needs and long range project goals. The response from these agencies would be due no later than March 15, 2009.

**Motion:** Taylor, 2<sup>nd</sup> Cook; passed.

**Small Grant Liability Insurance Limits:**

**Motion:** Administrator to seek County attorney's liability requirements and establish the requirements for TDC events.

**Motion:** Collins, 2<sup>nd</sup> Taylor; passed.

## **VI. Reports:**

### **Marketing**

Chair Spohrer discussed the Marketing Workshop held on January 22, 2009 at SGI firehouse by she and Cindy Clark from Bay Media. She reported an attendance of over 20 persons and feedback of a very successful workshop.

### **Administration Committee**

Taylor reported on the meeting held on January 20, 2009 at SGI Firehouse. He passed out a job description and requirements example for an Executive Director and indicated this could be a starting point for Franklin County's search.

Discussion ensued regarding locations, personnel requirements of a possible combination of TDC office, Visitors Center, and Economic Development office in a convenient, visible area, such as Eastpoint. Brown offered the City of Carrabelle offices and council reviewed space after the meeting.

Taylor entered his resignation on the administrative committee. Sanders volunteered for the administrative committee.

**Motion:** To accept Taylor's resignation and accept Sanders on the Administrative Committee.

**Motion:** Cook, 2<sup>nd</sup> Collins; passed

## **VII. Continuing Business:**

**TDC Logo** – Chair Spohrer requested a copy of the most recently approved logo format. Staff Edwards indicated it was the one represented at the top of the 1/6/09 Minutes. Spohrer requested that staff contact Bay Media to email the pending logo designs to the council.

## **VIII. Reports By Local Government Representatives:**

- **Franklin County** – Sanders presented a financial handout regarding TDC expenditures for county parks and is attached to these Minutes.
- **City of Apalachicola** – Cook presented a report attached to these Minutes
- **City of Carrabelle** – Brown recalled his letter requesting parking lot funding and will respond to the pending staff letter request for long term projects.

## **IX. New Business:**

### **Grant requests submittals -**

- Rock By The Sea Request \$500
- City of Apalachicola School of Art Request \$500
- Three Servicemen Statue (Wall that Heals) Request \$500
- Apalachicola Anglers Fishing Tournament Request \$500
- SGI Chili Cook-Off Request \$500

**Motion:** to approve all five requests for \$500 grants.

**Motion:** Collins, 2<sup>nd</sup> Parker, passed.

**The Beach** – discussion regarding The Beach’s goals of international tourism and a request from Franklin County for a list of touring destinations and price list. Deadline for information is March.

**Oyster Radio** – Spohrer presented an advertising opportunity with Oyster Radio and instructed staff to request a written proposal to be submitted at the February Marketing Committee meeting for review.

**TDC Contracts –**

**Motion:** to review all TDC contracts for expiration dates and verification of approval by FCBOC.

**Motion:** Sanders, 2<sup>nd</sup> Brown; passed.

**Community Involvement** – Spohrer urged all council members to get involved in the community and make presentations to civic organizations within the county to publicize FCTDC. Spohrer will conduct a TDC presentation to the SGI civic club on February 19 and instructed Staff to gather information for this and future presentations.

**Calendar** – Spohrer requested that staff compose a one page calendar listing by month, all Franklin County events, TDC meetings, etc. for distribution to the council and that it be posted to the TDC website.

**X. Public Items to the Good of the Order:** (No action will be taken)

A letter of appreciation was presented from SGI Lighthouse Association thanking the council for the sustaining grant.

**XI. Adjourn:** the meeting was adjourned at 4:35 pm.