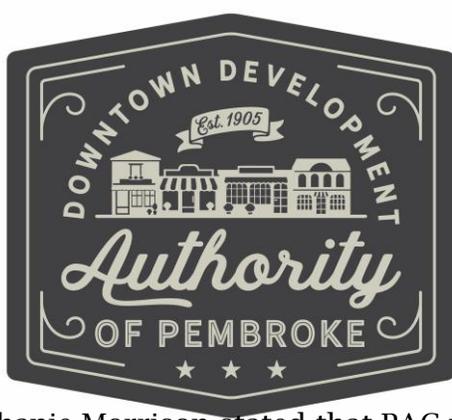
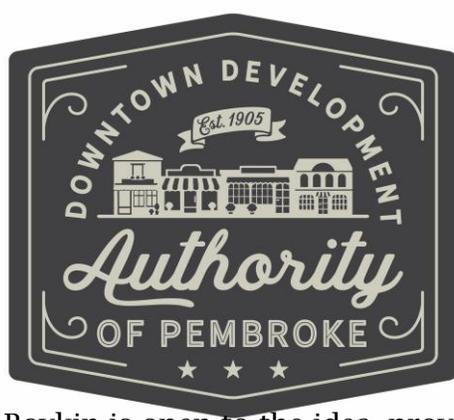


- **Call to order**
- **Attendance – Doyce Mullis, Dana Dudley, Stephanie Morrison, Tara Beebe, Alex Floyd**
- **Approval of Minutes – February minutes to be approved at June meeting.**
- **Review of Vision and Mission: Vision: To ensure Downtown Pembroke is an economically sustainable, vibrant, and welcoming gathering place.**
Mission: To develop and promote growth and prosperity in our community while maintaining and preserving our cultural and historic character.
- **Financial Review:** \$5,862.33 in the operating account. There are approximately \$1,606.20 in outstanding invoices/checks. The Authority is owed \$700.00 from the City of Pembroke and 2,400.00 in past due rent from H&S Construction. Q2 support from the City of Pembroke in the amount of \$2082.50 that has not yet been received. Once all transactions are complete, the Authority will have approximately \$9,438.63 in the operating account
- **Old Business**
 - No old business to discuss, as a result of COVID-19 cancellations.
- **New Business**
 - COVID-19
 - Business Impacts – Closings, hour changes, social distancing protocols discussed.
 - Relief Loans – Zoom call held in April with business owners regarding relief funds available. Only Hair Haven participated. Another Zoom meeting was planned for additional businesses to participate, but SBA funding ran out prior to the meeting. Awaiting funding replenishment to host Zoom call. Renee Hernandez has reached out to the SBA regarding a joint Zoom call to discuss relief options.
 - Business Contact – Renee Hernandez has been reaching out to businesses to discuss how they're fairing during the pandemic. All those I have talked to have reported significant revenue loss, but stated their health was a priority and that they intended to modify business to remain healthy.
 - North Bryan Small Business Shirt Fundraiser \$1918.70 – Approximately \$1200 was raised for small businesses in Bryan County, with the majority earmarked for North Bryan businesses. While we a few Richmond Hill businesses were supported, their participation was less than expected.
 - Reopening – Renee Hernandez will be calling around to all Downtown businesses between Thursday and Friday to discuss changes since restrictions have been



lessened. Stephanie Morrison stated that PAC would continue working from home while their lobby undergoes renovation. Doyce Mullis stated that sneeze guards had been installed for tellers and that they will likely remain long term. Dana Dudley stated that The Heritage bank is back to full staff and regular lobby hours, though they are encouraging clients to use the drive-through.

- Weekly Drawing to Increase Business - Doyce Mullis and Dana Dudley stated that the proposed flyer to advertise the weekly drawing was acceptable. Renee Hernandez will post flyer to Facebook today and the first drawing will be held 5/8.
- Event Schedule - All events have been cancelled at this time. Doyce Mullis proposed waiting until the June meeting to discuss reschedule dates. That will allow time to see if the lesser pandemic guidelines will cause an increase in cases. Stephanie Morrison suggested the fall, as summer camps have been cancelled this year. Alex Floyd mentioned that the city's public pool will not be opening this year.
- Invoice Payments - Doyce Mullis stated that Renee Hernandez can bring checks through the drive-through of First Bank for a second signature. This will meet the bylaw requirement and satisfy social distancing protocols.
- New Business Opening
 - Automotive MD - New business behind Higgins Place. Alex Floyd mentioned that they are off to a good start and are staying fairly busy. Renee Hernandez will reach out regarding advertising their services.
 - 38 W. Bacon Street - Designs 4 Your Desires is in the process of relocating to the DDA owned building, as H&S has moved out. Sabrina Hanna will be expanding the merchandise already offered at her business, to include leggings, shoes, accessories, and haircare products.
- Building Availability
 - Former Deano's - Pembroke Pizza has moved their business into the Johnny's Grill building. Cilantro's owner has been in touch regarding renting a building in Pembroke for a permanent location, as their food truck plan has come to an end. Mr. Boykin, owner of the former Deano's building, has been in touch regarding funding opportunities to make repairs to the building in the hopes that Cilantro's will be able to open up their restaurant in that location. Renee Hernandez has discussed the possibility of turning the second floor into housing



units and Mr. Boykin is open to the idea, provided a favorable ROI can be obtained. Renee Hernandez is working with Owens Supply to draw up plans for the housing units and will partner with a realtor to discuss potential rent for the units.

- CHIP Grant - The initial award of \$300,000 for the DuBois Square project has been amended to \$600,000. Once the houses on Camellia sell, the City will then have funds from the sale to pair with the \$600,000 new grant to put towards DuBois Square.
- 2020 Census - Census numbers for Pembroke are slowly improving but are still significantly lower than hoped. Renee Hernandez mentioned working with the Richmond Hill Chamber to promote Census completion. Renee Hernandez asked Board members to brainstorm ways we can promote completion of the Census.
- **Open Discussion - Tara Beebe has been hired as the North Bryan program coordinator for the United Way.**
- **Adjourn - Move to adjourn by Doyce Mullis and seconded by Stephanie Morrison.**