



Scenic Sumter Heritage Byway

Corridor Management Entity (CME)

Minutes –March 15, 2016 - 11:00 AM

Bushnell City Hall

117 E. Joe P. Strickland Avenue

Bushnell, FL

- I. **Call to Order and introduction of guests:** Meeting was called to order by Vice Chair, Martin Steele (Sumter Times). Others in attendance include: Judie Mueller (Chair and Webster Postmaster); Mike Palozzi (CB&I); Dawn Cary (Secretary/Treasurer and Great Lakes Carpet); Kelly Williams (City of Webster); Bob Finck (AIM Engineering); Tom Reed (Rotary Club of The Villages-Evening); Claudia Calzaretta (FDOT); Paul Remis (Dade Battlefield Historic Society); Joan Carter (FDOT) and Richard Baier (Sumter County Public Works).
- II. **Review of February 16, 2016 Minutes** – Judie Mueller made a motion to approve and Kelly Williams 2nd. Approved as is.
- III. **Treasurer’s Report**-Beginning Balance as of 2/1/16 is \$3,261.77. Ending balance as of 2/29/16 is \$ 3,261.77. No donations or expenditures. Kelly Williams made a motion to approve; Judie Mueller 2nd. Approved as presented. 2015 501C(3) report presented for approval. Kelly Williams made a motion to approve; Judie Mueller 2nd. Approved as is.
- IV. **CME Working Committees**–Committee reports are follows:
 - A. Organizational Sustainability-Mike Palozzi delivered the “please come back” letter with Judie’s signature, along with address labels. To be sent by mail. Dawn will also put sponsor forms in with them.
 - B. Coast to Coast Connector Update-Kelly reported that there is a Visioning update meeting to be held Thursday, March 17, 2016 in the City of Webster. Public meeting to be held in Center Hill on Wednesday, March 30, 2016. She encouraged everyone to turn out in support of the alternative routes.
 - C. Transportation Alternative Program-Dawn has not received a copy of the application from Pamela Richmond. Mike Woods reported at the District 5 FSHP forum, March 2, 2016 in Deland that he had seen it on a MPO schedule. Dawn to contact Pamela again to see if a meeting could be set up between the Byway and the MPO staff to further refine the Byway’s vision for the project with the engineer from Kittelson (MPO consultant)that was originally offered to us by the staff. Judie would like to be included in this meeting.
 - D. 18 Month Work Plan-Dawn gave a 10 minute presentation on our ongoing fluid work plan at the District 5 FSHP forum. Dawn also reported that our byway was very progressive compared to a lot of the byways in the state.
- V. **Byway Partners/Business Sponsorship Program**

- A. Kiosks-Mike reported that he had heard from Louis Reis and the engineering plans would be delivered to the county within the next two weeks. Delay due to some staff changes. Mike also presented the updated Graphic for final review for changes and additions. Kelly to review the content information.
- B. Donor Brick Program-Dawn presented a final rough draft of brochure. Rich Baier to come up with a disclaimer to be included in the brochure. Discussed that company logos would not be permitted on the bricks due to cost. Rich Baier also confirmed that business sponsors could be included in the section of the graphics and on bricks.
- C. Business Sponsor updates-will include the 2015 501C(3) report when approaching potential sponsors. Dawn to include Byway Organization information with our comeback letters that will be sent out.

VI. Media Updates

- A. Social Media-Along with Facebook and Instagram, we now have an active Twitter account.
- B. FSHP 20th Annual Social Media Campaign-July 1, 2016 has now been designated as the official FSHP Day. The SSHB will be featured in a social media campaign the week of July 27, 2016. It was suggested that the county be notified of this to include on their tourism site and in their marketing information.
- C. Newsletter Content-Dawn asking for content for the upcoming Winter Quarter newsletter. Martin will do a story on the Webster's Cattle Auction as our Spotlight. Requested that additional information be sent to Dawn. Dawn will get the winter newsletter out in April 2016.
- D. Oral History-Dan was not present to discuss. Mike Palozzi indicated that there is a grant available. Paul Remis showed an interest to learn more on grant opportunities. Mike to send him the information.

VII. Upcoming Events

- A. Discover Sumter Annual Catch General Sumter Bass Tourney-March 19, 2016-No one available to attend this event; therefore, we will not participate.
- B. Antique Appraisal Fair, January 21, 2017-Belevedere Library, The Villages-Dawn waiting on a confirmation from Chris Dudley.

VIII. Florida Scenic Highways Program Report- Claudia Calzaretta reported that the FSHP is developing a grant writing webinar and PowerPoint presentation to be made available to byways in the future. A second training option has been identified that would use a grants specialist from one of the other D5 byways to conduct local seminars on grant identification. More information to follow. Mike Palozzi identified several additional pertinent grants that are available and consistent with byway goals. Dawn stated for the record that assistance would be needed in grant writing due to her busy schedule. The FSHP 2015 Annual Report is being finalized and will be distributed soon.

IX. Adjournment-Next Meeting April 19, 2016 at the UF/IFAS Extension Office.

Respectfully submitted by: Dawn A. Cary, Secretary/Treasurer