



**Scenic Sumter Heritage Byway
Corridor Management Entity (CME)**
Minutes - December 18, 2013 Annual Meeting
UF/IFAS Extension – Sumter Fairgrounds
7620 SR47, Bushnell, FL33513

- I. Call to Order and introduction of guests:** Meeting was called to order by Dan McCormic (Explore Sumter County). Others in attendance included, Paul Remis (City of Webster, Dade Battlefield SP, Sumter Historic Society), Bruce Root (SCPW), Dawn Cary (Sumter County Chamber of Commerce), Bob Finck (Atkins N.A.), Bill Gruber (Dade Battlefield Historic State Park); Steve Rinck (Dade Battlefield Historic Society); Joyce Hanson (VFW Post #10137), Garry Balogh (FDOT), Gayle Teerman (SCORE and Native Americans); Donna Lester (UF\IFAS); and Kelly Williams (City of Webster).

- II. Review of November 20, 2013 Minutes** – Paul Remis made a motion to approve and Gayle Teerman seconded.

- III. Election of 2014 Directors**– Nominations included Jim Veal, Sr., Jackey Jackson, Gale Teerman and Paul Remis. Four director positions open. Bruce Root made a motion to elect the four nominated individuals and Dawn Cary seconded.

- IV. Marketing Committee/Designation Celebration Planning**
 - A. CME Approval discussion and vote**
 1. Proposed discretionary spending limit of \$500 and an event budget of \$1000. Kelly Williams made a motion to approve and Paul Remis seconded.
 2. Proposed purchase of 48 hats/visors (approximately \$400). Kelly Williams made a motion to approve and Paul Remis seconded.
 3. Printing prices and vendor for materials needed. Reviewed and discussed three vendor prices for the printing of all four materials in color (designation celebration flyer, brochure, donor/sponsorship sheet and itinerary). Decided to go with Roberts Printing for approx. \$800. Joyce Hanson made the motion to approve and Paul Remis seconded.

 - B. Advertising**
 1. Final draft of Designation Flyers discussed and approved. Discussed distribution strategy with the first priority being the DBSP Reenactment event on Jan. 4 and 5.
 2. RSVP Status and Follow up- Another email to be sent out as a reminder second week of January.
 3. Press Release completed and release schedule discussed/decided upon for weekend of Jan. 18 and 19 (one week before event).

 - C. Program for Ribbon Cutting/Designation Celebration**
 1. Written request for use of DBSP and Free Admission to be sent to Bill Gruber for final approval of the use of the facilities.
 2. Byway Booth. Discussed and volunteers were secured, as well as booth materials.
 3. ROTC-confirmed for pledge and presentation of colors.

4. Parking-Boy Scouts to handle. Paul has a backup plan also.

D. Food

1. J&B Sales-all set for their smaller trailer.
2. Dignitary Reception-will provide coffee and Danish for the dignitaries prior to the program in the Lodge.
3. Friends of DBSP Back in Time Presentation-each volunteer will receive a drink coupon to be used with J&B.

E. Business Expo - Businesses are invited to set up a booth to display their services/products at no cost. They are to provide their own tables.

F. Booth Volunteers for the DBSP Battle Reenactment on January 4-5, 2014 were set up. Dawn to provide a canopy.

V. Signing Plan Update – Signs will be delivered to the FDOT Leesburg Office on Jan. 16th and will be ready to install immediately. Will be coordinated with the County.

VI. Future Projects– Dawn met with Bradley Arnold and they had a conference call with Scott Cottrell. Scott to provide guidelines to working on the property of the Exit 309 overpass bridge. Will review and set a game plan.

VII. Florida Scenic Highways Program Report – Garry reported that the Accreditation Training Workshop is set for Tuesday, February 25, 2014. Was discussed to have it at the Webster Library but might be too small. Internet Access is required. Kelly said they Webster City Hall might be an option and would check into it.

VIII. Public Comment/Round Table Discussion

IX. Adjournment