**CLAY COUNTY DEVELOPMENT AUTHORITY**

**BOARD OF DIRECTORS MEETING**

**MINUTES**

## **September 18, 2013**

**Present**: Greg Clary, Chip Dobson, William Randall, Jan Conrad, Tom Morris, Grady Williams (Counsel/Interim Executive Director)

**Absent:**  Matt Welch, Joe Mobley, Debbie Ricks, Virginia Hall, Paz Patel

**Guests:** Matt Carlton, Carlton Construction, Ted McGowan, Reynolds Industrial Park, Mark Carillon, WEB904.

**Staff:** Bill Garrison, Betty Hicks

**Call to Order: Treasurer, Chip Dobson** called the Clay County Development Authority (“CCDA”) Board meeting to order at 4:15 PM.

**Invocation:** William Randall

**Approval of August 21, 2013 Minutes:** Greg Clary made motion to accept; William Randall seconded and motion carried.

**Treasurer’s Report: Chip Dobson** reviewed and discussed the August financials. A copy of theCCDA Budget for FY 2013-2014 was provided and motion was made by Jan Conrad to adopt and discuss at the next board meeting; Greg Clary seconded and motion carried. Reconciliation of the current 2012-2013 budget to actual was adopted.

**BLD Update:** Attorney David Cohen was introduced and upon approval of the board will be assisting Grady Williams with Big League Dreams negotiations with the County. A motion was made by Greg Clary to ratify the agreement with Attorney Cohen; Tom Morris seconded and motion carried.

**Economic Development Report: Bill Garrison** provided a draft copy of the services provided to CCDA by the Economic Development Council. Greg Clary recommended that discussion of the services be tabled until next month’s meeting. Bill Garrison introduced Mark Carillon with WEB904 to discuss creating e-mail addresses for the board members for the purpose of corresponding to public requests through the CCDA website. It was recommended by Grady Williams to table the discussion until next meeting; a policy is not in place on how to handle public requests or the recording (audio and/or video) of a CCDA meeting by the public.

**Attorney’s Report**: **Grady Williams** provided a Statement of Services rendered regarding Big League Dreams Project. Tom Morris made motion to accept the Statement and Jan Conrad seconded; motion carried. A letter of resignation as the Interim Executive Director (outgoing) was provided. Jan Conrad made motion to accept the letter of resignation; Greg Clary seconded and motion carried.

**New Business:** The signers for the CCDA fiscal year 2013-2014 checking account will be Matt Welch, Debbie Ricks, Chip Dobson and William Randall. The signers for the DEVCOM checking account will be the same as for CCDA.

The nominations for officers for the fiscal year 2013 – 2014 are: Debbie Ricks, Chair, Chip Dobson, Vice Chair, William Randall, Treasurer. The Secretary position will remain vacant until the appointment of the two new board members. In the interim, Grady recommended a Staff proposal that Betty Hicks serve as the Assistant Secretary until the Secretary vacancy is filled; the board agreed. Tom Morris made motion to accept Debbie Ricks as Chair; Jan Conrad seconded and motion carried. Tom Morris made motion to accept Chip Dobson as Vice Chair; Jan Conrad seconded and motion carried. Tom Morris made motion to accept William Randall as Treasurer; Jan Conrad seconded and motion carried.

**Comment from Public:** Joe Riley made public comment.

**Adjourned: 5:30PM**

**DATES OF UPCOMING CCDA MEETINGS:**

**November 20, 2013**

**December 18, 2013**

**January 15, 2014**