

Development Authority of Butts County

Monthly Board Meeting

Minutes

The Development Authority of Butts County held its monthly meeting on Friday, October 13, 2023 at the Historic Butts County Courthouse, 25 Third Street, Jackson, GA.

Development Authority Members present and comprising a quorum were:

Members	PRESENT	ABSENT	Members	PRESENT	ABSENT
Zach Burden	X		Roger McDaniel	X	
John Fisher	X		Alicia Washington	X	
John Harkness	X		Arthur White		X
Fred Head	X				

Staff Present: Executive Director Bob White; Existing Industry/Workforce Development Coordinator, Melissa Griffin. There were also a number of attendees from the High Falls Lake residential communities.

I. Welcome and Approval of the Agenda

Chairman Harkness called the meeting to order and confirmed that a quorum was present. On a motion by Mr. Head, seconded by Mr. Burden, the Board voted unanimously to approve the Agenda.

II. Approval of the Minutes

- a) September 8, 2023 – Monthly Meeting
- b) September 13, 2023 – Called Meeting

On a motion by Mr. Fisher, seconded by Mr. Head, the Board unanimously approved the Minutes of the September 8, 2023, monthly meeting and the September 13, 2023 called meeting.

III. Board Items for Discussion and Action

- a) Financial Reports September 2023
 - Checking IDA
 - Checking DABC
 - MasterCard Credit Card
 - Joint Development Authority of Butts & Spalding

IV. Old Business

- a) Industry Appreciation Luncheon Recap- Executive Director Bob White and Existing Industry/Workforce Development Coordinator, Melissa Griffin, provided a report on the inaugural Industry Appreciation Luncheon held on October 6th at the Central Georgia EMC Annex. Chris Clark, President/CEO of the Georgia Chamber of Commerce was the featured speaker, and guests from 10 local industries and various workforce development partners and local officials were present.

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V. New Business

- a) **General Liability Insurance Policy Renewal** – Executive Director White shared a proposal by American Reliable Insurance Company for a renewal of the Liability Policy covering properties owned by the Development Authority that is scheduled to expire in December 2023. The amount of the annual policy premium proposal was \$638; however, Mr. White noted that the proposal included some properties that had been sold since the last policy renewal, and that he had asked the local insurance brokerage firm, Rivers Insurance, to evaluate whether the premium might be lowered as a result. On a motion by Mr. Fisher, seconded by Mr. Head, the Board voted unanimously – pending a review and clarification of removed property parcel numbers - to authorize the executive director to execute the Insurance Application and to issue payment for the corrected premium, as appropriate.

VI. Staff Reports and Information – In the interest of time, Executive Director White did not present a separate Staff Report.

VII. Executive Session: There were no items for discussion in Executive Session

VIII. Adjournment: On a motion by Mr. Fisher, seconded by Mr. Head, the Board voted unanimously to adjourn.

The Minutes will be officially approved by the Board on: November 10, 2023

Executive Director

Chairman