

**Development Authority of Butts County**

**Monthly Board Meeting**

**Minutes**

The Development Authority of Butts County held its monthly meeting on Friday, February 17, 2023 at the Southern Crescent Technical College Butts Center at 1578 Highway 16 West, Jackson GA 30233.

**Development Authority Members present and comprising a quorum were:**

Members	PRESENT	ABSENT	Members	PRESENT	ABSENT
Zach Burden	X <sup>1</sup>		Roger McDaniel	X	
John Fisher	X		Alicia Washington	X <sup>1</sup>	
John Harkness		X	Arthur White	X	
Fred Head	X				

**Guests:** Ms. Betty Eskew and Mr. Bobby House-Brushy Creek Homeowners Association; Ms. Lisa Durden-Butts County Chamber of Commerce. Authority Legal Counsel, Kevin Brown, participated via conference call.

**Staff Present:** Executive Director Bob White; Existing Industry/Workforce Development Coordinator, Melissa Griffin.

**I. Welcome and Approval of the Agenda**

Chairman Harkness was unable to attend the meeting, so Vice Chair, Mr. Arthur White, presided and confirmed that a quorum of the Board Members was in attendance and called the meeting to order. On a motion by Mr. Head, seconded by Ms. Washington, the Agenda was unanimously approved. Since the January meeting of the Development Authority had been cancelled due to weather conditions, the election of officers was deferred until the February meeting.

**II. Election of Officers:**

- a) Chair
- b) Vice Chair
- c) Secretary
- d) Treasurer

Executive Director Bob White opened the floor for nominations. There was a motion by Mr. Head, seconded by Mr. McDaniel, to nominate the same slate of officers elected for the Butts County Industrial Development Authority: Chairman-John Harkness; Vice Chair-Arthur White; Secretary-Roger McDaniel; and, Treasurer-Alicia Washington. The motion was unanimously approved.

**III. Approval of the Minutes**

- a) December 9 2022 – Monthly Meeting
- b) February 9, 2023 – Called Meeting

On a motion by Ms. Washington, seconded by Mr. Burden, the Board unanimously approved the Minutes as presented.

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**IV. Board Items for Discussion and Action**

- a) Financial Reports – December 2022 and January 2023
- Checking IDA
  - Checking DABC
  - MasterCard Credit Card
  - Joint Development Authority of Butts & Spalding

On a motion by Ms. Washington, seconded by Mr. Burden, the Board voted unanimously to approve the Financial Reports as presented.

**V. Old Business**

- a) **Intergovernmental Planning Retreat Update** – In the interest of time due to the ribbon cutting ceremony scheduled to begin at 10:00 a.m., discussion on the Planning Retreat was postponed until the next meeting.

**VI. New Business**

- a) 2023 Butts County Chamber of Commerce Magazine – On a motion by Ms. Washington, seconded by Mr. McDaniel, the Board voted unanimously to purchase a full page advertisement in the 2023 Butts County Chamber Magazine at a cost of \$1,100.

**VII. Executive Session**

On a motion by Mr. Fisher, seconded by Mr. Head, the voted voted unanimously to enter Executive Session to discuss real estate matters. Following discussion and on a motion by Mr. Fisher, seconded by Mr. Head, the Board voted unanimously to adjourn the Executive Session.

On a motion by Mr. Fisher, seconded by Mr. McDaniel, the Board authorized the Chair to proceed with the matters as discussed in Executive Session.

- IV. Adjournment** – On a motion by Mr. Head, seconded by Mr. Burden, the Board voted to adjourn.

**The Minutes were officially approved by the Board on: March 10, 2023**

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**Executive Director**

**Chairman**