

**Development Authority of Butts County**

**Monthly Board Meeting**

**Minutes**

The Development Authority of Butts County held its monthly meeting on Friday, February 9, 2024 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; Authority Counsel, Kevin Brown; and, Chamber Executive Director, Lisa Durden There were also several 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. Fisher, the Board voted unanimously to approve the Agenda.

**II. Approval of the Minutes**

a) January 12, 2024 – Monthly Meeting

On a motion by Mr. Head, seconded by Mr. Arthur White, the Board unanimously approved the Minutes of the January 12, 2024 monthly meeting.

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

a) Financial Reports January 2024

- Checking IDA
- Checking DABC
- MasterCard Credit Card
- Joint Development Authority of Butts & Spalding

On a motion by Mr. Head, seconded by Mr. MCDaniel, the Board voted unanimously to accept the Financial Reports as presented.

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**IV. Old Business**

- a) **Meeting of the Cities, County, School Board and Authorities** - Executive Director Bob White reminded the Board members of the upcoming meeting of the Cities, County, School Board and Authorities to be held at 6:00 p.m. on Thursday, February 15, 2024 at the Red Devil Hills complex in Jackson. Mr. White noted that some Board members had indicated their participation, and he urged other Board members to notify him if they planned to attend.

**V. New Business**

- a) **2024 Butts County Chamber of Commerce Magazine:** Executive Director Bob White provided information on the 2024 Chamber of Commerce Magazine and noted that the Development Authority had placed a full-page advertisement in support of the Chamber of Commerce's efforts in the 2023 Chamber Magazine, and he recommended placing a full-page advertisement at the cost of \$1,200 utilizing the full-page advertisement previously used. On a motion by Mr. McDaniel, seconded by Mr. Head, the Board voted unanimously to purchase a full-page ad in the Chamber magazine at a cost of \$1,200.
- b) **Butts County Day at the Capitol:** Executive Director White and Chamber Director, Lisa Durden, provided information on the upcoming Butts County Day at the Capitol on Tuesday, February 13<sup>th</sup>. Transportation arrangements were still being finalized, but Ms. Durden noted that the Chamber contingent would leave from the Butts County Administration Building at 8:30 a.m. and Authority members were encouraged to let the Chamber know if they wanted to travel with the group.
- c) **Butts County Chamber of Commerce Annual Banquet** – The Authority members were alerted that the Annual Chamber of Commerce Banquet would be held on Thursday, March 7<sup>th</sup>, beginning at 5:30 p.m. at the Central Georgia EMC Annex in Jackson. In the past, the Authority has purchased a table of eight at the event, and Executive Director White suggested that the Authority purchase a table of eight at the event. On a motion by Mr. Head, seconded by Mr. Fisher, the Board voted unanimously to purchase a table of eight for the Chamber Banquet at a cost of \$375.

- VI. Staff Reports and Information** – Executive Director Bob White presented a brief update on staff activities since the last meeting.

- VII. Executive Session : Legal and Real Estate Matters** - On a motion by Mr. Arthur White, seconded by Mr. McDaniel, the Board voted unanimously to enter into Executive Session to discuss Real Estate and Legal matters on two items. Upon conclusion of the Executive Session and upon a motion by Mr. McDaniel, seconded by Mr. Arthur White, the Board voted unanimously to return to the meeting..

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- a) Item 1 – On a motion by Mr. McDaniel, seconded by Mr. Fisher, the Board voted unanimously to authorize the Chairman and Executive Director to proceed with the matters as discussed in Executive Session.
- b) Item 2 - On a motion by Mr. Fisher, seconded by Mr. McDaniel, the Board voted unanimously to authorize the Chairman and Executive Director to proceed with the matters as discussed in Executive Session

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

**The Minutes will be officially approved by the Board on: March 8, 2024**

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**Executive Director**

**Chairman**