

Development Authority of Butts County

Monthly Board Meeting

Minutes

The Development Authority of Butts County held its monthly meeting on Friday, June 9, 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				

Guests: Amanda Fields, Georgia Department of Economic Development; Ms. Betty Eskew-Brushy Creek HOA

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

I. Welcome and Approval of the Agenda

In the absence of Chairman Harkness, Vice Chairman Arthur White presided and called the meeting to order. On a motion by Mr. Head, seconded by Mr. McDaniel, the Board voted unanimously to approve the Agenda.

II. Approval of the Minutes

a) May 12, 2023 – Monthly Meeting

On a motion by Mr. McDaniel, seconded by Mr. Head, the Board unanimously approved the Minutes of the May 12, 2023, meeting.

III. Board Items for Discussion and Action

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

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IV. Old Business

- a) **MasterBrand Cabinets REBA Grant Closeout** – Executive Director Bob White reported that – following a site visit to the MasterBrand Cabinets plant in Jackson – the Georgia Department of Community Affairs has issued the final Grant report, formally closing the MasterBrand Cabinets REBA Grant process. The only remaining requirement is to provide a copy of the Development Authority’s FY2023 Audited Financial Statement.

V. New Business

- a) There were no New Business items to discuss.

VI. Staff Reports and Information

- a) Executive Director Bob White and Workforce Development Coordinator, Melissa Griffin, provided an update on staff activity since the last meeting, and Ms. Griffin provided an information on the upcoming Breakfast & Business roundtable on Friday, June 30th, at Central Georgia EMC. All Board members are invited and encouraged to attend.

VII. Executive Session – There were no items for Executive Session.

- a) **Adjournment:** On a motion by Mr. Head, seconded by Ms. Washington, the Board voted unanimously to adjourn.

The Minutes were officially approved by the Board on: July 14, 2023

Executive Director

Chairman