

BRUNSWICK AND GLYNN COUNTY DEVELOPMENT AUTHORITY

**MINUTES – March 26, 2018 at 10:00 AM
Chamber Large Board Room**

BOARD MEMBERS PRESENT

PAULO ALBUQUERQUE
JACK KILGORE
WAYNE JOHNSON
BILL AUSTIN
JONES HOOKS

BOARD MEMBERS ABSENT

OTHERS PRESENT

MEL BAXTER, STAFF
JOHN SCOTT, STAFF
JOAN HEARN, STAFF
SHERRI PRUITT, STAFF
REES SUMERFORD, COUNSEL
TERRA WINSLETT, GCAC
BILL BRUNSON, COUNTY COMMISSIONER
SHAWN SLAY, DOL
BETH KEATON, DOL
WOODY WOODSIDE, CHAMBER
TRAVIS STEGALL, ECONOMIC AND COMMUNITY DEVELOPMENT
MAYOR HARVEY, CITY OF BRUNSWICK
TIM FORD, CITIZEN
JENNIFER FORDHAM, DCA
RICK TOWNSEND, GICCA
ROD SAWAL, GICCA
DR. PETE SNELL, CPTC
PAM SHEIRLING, THE ISLANDER

I. CALL TO ORDER

Chairman Paulo Albuquerque called the meeting to order at 10:00am.

II. INVOCATION, PLEDGE OF ALLEGIANCE & WELCOME GUESTS

Mel Baxter gave invocation and Chairman Paulo Albuquerque welcomed guests.

III. PUBLIC COMMENT

Chairman Paulo Albuquerque invited public comments from the guests.

IV. ACCEPT AGENDA

A MOTION was made by Wayne Johnson, seconded by Bill Austin and passed unanimously to amend the agenda to add RFP Search for President under Discussion of Personnel OCGA Section §50-14-3(b)(2). The MOTION carried unanimously: 5-0

V. APPROVAL OF MINUTES – February 26, 2018 Minutes & March 15, 2018 Called Minutes

A MOTION was made by Jack Kilgore and seconded by Wayne Johnson to approve the February 26, 2018 Meeting Minutes as presented. The MOTION carried unanimously: 5-0.

A MOTION was made by Wayne Johnson and seconded by Bill Austin to approve the March 15, 2018 Called Meeting Minutes as presented. The MOTION carried unanimously: 5-0.

VI. WORK FOR WARRIORS – Prissilla Burns

No report at this time

VII. Rick Townsend with GICCA

Rick Townsend with GICCA presented Industrial Maintenance Advanced Manufacturing is in high demand and Glynn County formed a group and took a trip to Houston County Career Academy and Central GA Tech to see how they partnered with Frito-Lay and their technical programs to work together. Rick Townsend and the group met with the Glynn County colleges and Technical Schools to see how they can bring a similar program here. More to come.

VIII. CHAIRMAN ITEMS

Paulo Albuquerque, Mel Baxter and other partners met to discuss economic benefits of RSM with potential to reach out to the leadership from Atlanta that attend. More to come.

IX. FINANCIALS - Joan Hearn

A. Approve Financials – February 2018

A MOTION was made by Bill Austin and seconded by Jones Hooks to approve the February financials as presented. The MOTION carried unanimously: 5-0.

X. OLD BUSINESS

A. Marketing Update

John Scott reported that the Authority is moving forward with the Logo and submitting the RFP to local agencies to present to the board for approval. John reported that the Authority will be outsourcing the social media aspect of duties to free up the staff for better use of their time. John will keep the board apprised of the progress.

XI. STRATEGY UPDATE

President's Information Items:

- Projects Reports-Project Beaver, Justice, Revitalization and Guardian updates
- Marketing Schedule of Events
- Tentative Marketing Schedule for Consultant Visits

John Scott:

- BRE Updates
- RLF Update – Updates to marketing efforts with will be implemented and sent to County for approval.
- Project Revitalization
 - Share the Future Fund Grant
 - RLF Application

XII. IMPORTANT DATES

- Development Authority Board Meeting – 10:00am, Monday, April 23rd
- Chamber Washington Fly-In, April 25th-27th
- Chamber Manufacturing Celebration Luncheon – May 4th, Epworth By the Sea at noon
- Chamber Experience – May 9th, Sea Palms form 5:30pm-8:30pm

XIII. EXECUTIVE SESSION

- A. Closed Session – Pending or Potential Litigation OCGA Section §50-14-2.
- B. Closed Session – Real Estate OCGA Section §50-14-3(b)(1)(B)
- C. Closed Session - Discussion of Personnel OCGA Section §50-14-3(b)(2)

A **MOTION** was made by Wayne Johnson and seconded by Bill Austin to enter into Closed Session to discuss Pending or Potential Litigation, Real Estate and Personnel. The **MOTION** carried unanimously: 5-0.

A **MOTION** to return to Open Session was made by Jones Hooks and seconded by Bill Austin. The **MOTION** carried unanimously: 5-0.

Returned to Open Session

A **MOTION** was made by Jones Hooks and seconded by Jack Kilgore to approve Mel Baxter's change in contract as presented. The **MOTION** carried unanimously: 5-0

A **MOTION** was made by Jack Kilgore and seconded by Bill Austin to authorize the board to hire the Jorgenson Consulting firm at \$35,000 or less for the Development Authority President Search process as presented. The **MOTION** carried unanimously: 5-0

XIV. ADJOURN

A **MOTION** to adjourn was made by Johns Hooks and seconded by Wayne Johnson. The **MOTION** carried unanimously: 5-0. The meeting adjourned at 1:00.

Chairman Paulo Albuquerque

Attest:

Sherri Pruitt
Office Coordinator/ Brunswick and Glynn County Development Authority