

**Development Authority of Butts County**  
**Monthly Board Meeting Minutes**

The Development Authority of Butts County held its monthly meeting on Friday, December 13, 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 and Melissa Griffin, Workforce Development Coordinator, and Kevin Brown-Authority Counsel. Also attending were Haley Eriquezzo-GDEcD Regional Project Manager; Dr. Irvin Clark and Odessa Green-Southern Crescent Technical College, and Joe Reed, representing Brushy Creek residents.

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

Chairman Harkness called the meeting to order and noted that the Agenda would need to be amended to add discussion of Real Estate Matters in Executive Session. On a motion by Mr. Arthur White, seconded by Mr. Head, the Board voted unanimously to approve the agenda as amended.

**II. Approval of the Minutes**

a) **November 1, 2024 – Monthly Meeting**

On a motion by Mr. Fisher, seconded by Mr. White, the Board unanimously approved the Minutes of the November 1, 2024, monthly meeting.

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

a) **Financial Reports November 2024**

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

On a motion by Mr. Head, seconded by Mr. Burden, the Board voted unanimously to accept the Financial Reports as presented. In subsequent meetings, the Financial Reports and Minutes will be approved via Consent Agenda approval unless there are questions or corrections.

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**IV. Old Business:**

- a) **Board Member Appointments/Reappointments:** Chairman Harkness reported that the following Board Members were re-appointed to new four-year terms by the Butts County Board of Commissioners: John Harkness, Fred Head and Alicia Washington.

**V. New Business:**

- a) **Southern Crescent Technical College Update** —Dr. Irvin Clark, President of Southern Crescent Technical College, and Ms. Adessa Green, Assistant Director, Career Services and Apprenticeships, presented an update on new programs at Southern Crescent Technical College with a focus on the Butts Center with the new Butts County Small Business Entrepreneurship Center, and the recently announced Georgia Board of Nursing’s approval to expand its acclaimed LPN/Paramedic to RN Bridge program to SCTC locations in Butts and Jasper Counties, broadening educational access to aspiring nurses in rural Georgia. Dr. Clark and Ms. Green also reported that the College is working with two Butts County companies – Bonduelle Fresh Americas and Procter & Gamble – on apprenticeships

- VI. Staff Reports and Information** – Bob White and Melissa Griffin provided a brief update on project activity since the last meeting.

- VII. Executive Session:** On a motion by Mr. McDaniel, seconded by Mr. Fisher, the Board voted unanimously to enter Executive Session to discuss Real Estate and Personnel Matters. Following discussion, there was a motion by McDaniel, seconded by Mr. Head, to reconvene the open meeting. On the Real Estate Matter, there was a motion by Mr. McDaniel, seconded by Mr. Head, and the Board voted unanimously to authorize the Chairman to proceed with the matter as discussed in Executive Session. There was no action taken on the Personnel Matter discussed.

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

**The Minutes will be officially approved by the Board on: January 10, 2025**

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**Executive Director**

**Chairman**