

Development Authority of Butts County
Monthly Board Meeting
Minutes

The Development Authority of Butts County held its regularly scheduled meeting on Friday, January 14, 2022. The meeting was held in the conference room of the Historic Butts County Courthouse at 25 Second Street, Jackson, GA 30233.

Development Authority Members present and comprising a quorum were:

Members	PRESENT	ABSENT	Members	PRESENT	ABSENT
Zach Burden		X	Roger McDaniel		X
Clint Crowe		X	Alicia Washington	X	
John Harkness	X		Arthur White	X	
Fred Head	X				

Guests: Kevin Brown-Authority Counsel participated via conference call.

I. Welcome and Approval of the Agenda

Chairman Harkness called the meeting to order and confirmed that a quorum of the Board Members was in attendance. On a motion Ms. Washington, seconded by Mr. Head, the Agenda was unanimously approved.

II. Election of Officers

At the earlier Butts County Industrial Development Authority (IDA) meeting, the following officer slate was elected by unanimous vote: Mr. John Harkness-Chair; Mr. Arthur White-Vice Chair; Mr. Roger McDaniel-Secretary and, Ms. Alicia Washington-Treasurer. On a motion by Mr. Head, seconded by Mr. Arthur White, the Board voted unanimously to mirror and accept the slate of officers for the IDA for the Development Authority of Butts County for 2022. The Board appointed Executive Director, Bob White, as Assistant Secretary.

III. Approval of the Minutes:

- a) **December 10, 2021 Minutes:** On a motion by Mr. Head, seconded by Mr. Arthur White, the Board unanimously approved the Minutes of the December 10, 2021 meeting as submitted.

IV. Board Items for Discussion and Action:

- a) **Financial Reports – December 2021:** On a motion by Ms. Washington, seconded by Mr. Arthur White, the Board voted unanimously to approve the December 2021 Financial Statements as presented.

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V. Old Business

- b) **MasterBrand Cabinets update:** Executive Director White reported that the bond issuance fee of \$48,750 had been deposited in the Authority checking account, and the bond documents had been submitted to Allen-Smith Consulting for completing the REBA Grant application.

VI. New Business

- a) **Bibb Station Road Property:** This item was moved to Executive Session.
- b) **Workforce Development Initiatives:** Executive Director White and Melissa Griffin, Existing Industry/Workforce Development Coordinator, provided an update on the proposed welding program being considered for Jackson High School and the Foothills Charter High School. The Development Authority is part of a joint effort with Foothills, Jackson High School, the Butts County Chamber of Commerce, and Southern Crescent Technical College to resurrect the dormant welding lab at Jackson High School and update welding equipment in the lab in order to offer the welding program to students at JHS and the Foothills Charter High School. Subject to funding and securing a certified instructor, the program hopes to be offered beginning this summer. Mr. White also commented on other workforce development initiatives that are being explored, with further information to be provided in coming months.

VII. **Director's Report and Information:** Bob White provided a brief report on activity since the last meeting.

VIII. **Executive Session for Personnel and Real Estate Matters:** On a motion by Ms. Washington, seconded by Mr. Arthur White, the Board voted unanimously to enter Executive Session to discuss Real Estate Matters. Following the discussion and upon a motion by Ms. Washington, seconded by Mr. Head, the Board voted unanimously to exit Executive Session.

On a motion by Ms. Washington, seconded by Mr. Head, the Chairman was authorized to proceed on the matters as discussed in Executive Session.

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

The minutes were officially approved by the Board on February 11, 2022

Executive Director

Chairman