

MINUTES – MEETING JANUARY 13TH

BROOKS COUNTY DEVELOPMENT AUTHORITY

Legal Counsel David Rose presided over the meeting and called the meeting to order at 5:33 pm. Board members Tim Crosby, Erin McKenzie, Ulysses Marable, Derren Yearby, Rose Horne (Doc), and Jack Harrell attended, along with Executive Director (E.D.) Stephanie Williams, Executive Assistant Jayme Coody, Legal Counsel David Rose, and Consultant Jerome Tucker. The meeting was held at the Brooks County Commissioners Administration Building at 610 S. Highland Dr., Quitman, GA.

Organization of the Board

Legal Counsel David Rose took nominations for Chairman of the Board.

Erin McKenzie made a motion to appoint Derren Yearby as Chairman; no other nominations; seconded by Jack Harrell; unanimously approved.

Derren Yearby made a motion to appoint Jack Harrell as Vice Chairman; no other nominations; seconded by Erin McKenzie; unanimously approved.

Derren Yearby made a motion to appoint Erin McKenzie as Treasurer/Secretary; no other nominations; seconded by Tim Crosby; unanimously approved.

Minutes

Copies of the minutes of the monthly meeting held December 13, 2021, were reviewed. Tim Crosby motioned to approve the minutes of the meeting as presented; seconded by Erin McKenzie; unanimously accepted.

Appearances

None.

Financials

Chairman Derren Yearby moved to the acceptance of the financials. After a thorough review of the financials. Tim Crosby motioned to accept the financials as presented; seconded by Erin McKenzie; unanimously approved.

Old Business

Chairman Derren Yearby moved to Old Business. E.D. Williams provided an update on Farm to Table and them trying to locate around 2 acres of farmland to use for filming a TV production show. Mr. Marable asked for clarification of this project which E.D. Williams provided.

E.D. Williams moved to Utility Plastics: The company has invested \$2 million thus far and will invest another \$3 million by the end of 2022 and will provide an estimated initial 35 jobs. The company is gathering the necessary information for the Authority Board for potential incentive application. Updates will be provided as events unfold.

E.D. Williams informed the Board of the Brooks County Development Authority updated website launch date on 12/30/2022.

E.D. Williams requested ratification of the decision to fund the City of Quitman for City limit signage. Erin McKenzie made a motion to accept; Ulysses Marable seconded; unanimously approved.

New Business

Mr. Yearby moved to New Business. E.D. Williams explained the 2022 proposed budget. The Board discussed providing a salary increase to both E.D. Williams and Ms. Coody at an amount of \$3500 and \$2500, respectively, and after a brief discussion, that salary increases will continue to be considered annually.

E.D. Williams explained the addition of a vehicle and vehicle insurance for the Development Authority into the budget, expounding on the need for proper transportation, specifically relating to travel expense, liability and marketing/promotion. E.D. Williams requested \$25,000 for the vehicle cost. After further the discussion between the Board members, E.D. Williams was instructed to increase the vehicle expense to \$30,000. Erin McKenzie made a motion to approve the 2022 Budget with the \$30,000 increase for vehicle expense; seconded by Ulysses Marable; unanimously approved.

Marie Horne posed a question to Legal Counsel as to whether or not it is common for a Treasurer to also hold position of Secretary, citing fiduciary transparency. E.D. Williams responded that it is commonplace, that the Secretary attests legal documents, and that there is no conflict between the duties of Treasurer and Secretary. Marie Horne responded that she was addressing Legal Counsel. Legal Counsel Mr. Rose as well as majority of the Board members then responded, affirming its commonplace among organizations. Dr. Horne then stated that she wanted her inquiry noted in the minutes.

E.D. Williams updated the Board on hiring a new auditor. Once more information is available, we will bring it before the board.

E.D. Williams discussed the Comprehensive Plan meeting with the County officials and the SGRC. E. D. Williams further explained that the County-wide Economic Development meeting will be set soon, and details will be provided as soon as possible.

Consultant Jerome Tucker presented to the Board "Board Member Development," a presentation on economic development and growth.

Reports

E.D. Williams handed out the solar incentive policy for board members to look over before the February 2022 board meeting.

Marie Horne stood and walked out of the meeting at 6:58 pm without explanation. Chairman Derren Yearby requested that the Board address Dr. Horne's abrupt departure, and after a brief discussion, the Chairman Yearby moved forward.

No other reports were given.

Motion to adjourn carried by Tim Crosby; seconded by Erin McKenzie; unanimously approved at 7:10 pm.

Respectfully Submitted:

Secretary