

**CLAY COUNTY DEVELOPMENT AUTHORITY
REGULAR SCHEDULED PUBLIC MEETING
MINUTES**

September 11, 2019

Present: Keith Ward, Bruce Butler, Amy Pope-Wells, Chereese Stewart, Mike Davidson

Staff: Josh Cockrell, April Scott

Call to Order: **Keith Ward** called the Clay County Development Authority ("CCDA") Public Meeting to order at 8:00 AM.

Invocation: **Bruce Butler** provided the invocation.

Comments from the Public: None.

Secretary's Report

Approval of August 21, 2019 Minutes: **Josh Cockrell** presented the minutes. **Bruce Butler** made a motion to approve the minutes. Motion was seconded and passed unanimously.

Treasurer's Report

Bruce Butler presented the July 2019 financials to the Board. **Chereese Stewart** made a motion to accept the Treasurer's report. Motion was seconded and passed unanimously.

Chair's Report

None.

Executive Director's Report

Josh Cockrell provided an update on the gubernatorial appointments. He stated that he has contacted the Governor's office each week to stress the importance of the pending appointments.

Presentation of FY 19-20 Budget – Josh Cockrell presented the FY 19-20 Budget as well as a comparison to the previous year's budget. He stated that the budget includes a placeholder of \$500 for Clay Day in which the Board will need to approve at an upcoming meeting. The budget didn't include sponsorship for SBDC; however, the Board has requested that the budget include \$2,500 for sponsorship as a placeholder for discussion at an upcoming meeting. **Keith Ward** stated that it is important that the organization increases revenue and that the appointments to the board are made. **Amy Pope-Wells** made a motion to approve the budget to include the changes to the sponsorships. Motion was seconded and passed unanimously.

Attorney's Report

None.

Old Business/New Business/ Board Comments

Election of 2019-2020 Board Officers – The election of the 2019-2020 board officers was held. **Bruce Butler** nominated **Keith Ward** for Chair. Motion was seconded and passed unanimously. **Keith Ward** nominated **Bruce Butler** for Vice Chair. Motion was seconded and passed unanimously. **Keith Ward** nominated **Chereese Stewart** for Secretary. Motion was seconded and passed unanimously. The Treasurer seat will remain vacant until the gubernatorial appointments are made.

Bruce Butler inquired about the status of the request for proposals for the executive director position. **Keith Ward** stated that a decision has been put on hold until the Governor makes appointments to the Board in order to have a quorum at upcoming meetings. In order to move forward with a decision by January 1, 2020, the Board will move forward with the RFP process in anticipation that the Governor will make appointments soon. **April Scott** recommended that the Board setup an RFP Committee to begin the process of drafting and issuing the RFP. **Mike Davidson** made a motion to approve the appointments of **Bruce Butler, Keith Ward, and Chereese Stewart** to the RFP Committee. Motion was seconded and passed unanimously.

Adjourned: 8:25 AM