

MINUTES

8:47 AM Wednesday, March 21, 2018

McKinney Conference Center Constitution Square Historic Site

- 1.) **Closed Session:** Albright, Hutzley motion/2nd to go into closed session.  
Goggin, Maynard motion/2nd to convene in open session, no action taken.
- 2.) **Welcome, Quorum Determination, Agenda Review:** Chairman Ben Nelson called the meeting to order at 8:47 AM. A quorum of the board was determined to be present. The agenda was reviewed, and no additions or changes were made. The following were in attendance:
  - a. Board: Nelson, Hutzley, Davenport, Terry, Look, Sleet, Albright, Mckinney, Tillman, Goggin, Maynard, Ellsworth, Gibson, Perros.
  - b. Advisory Partners: J. Kirchner, CVB; N. Wade, HOD; Mayes, Main Street Perryville
  - c. Staff: Lassiter, H. Goode, D. Wade, Peyton
  - d. Guests: Tom Martin, EKU; Patten Mohler, Centre College; Ben Kleppinger, Advocate-Messenger Gary Chidester, citizen; Nikki Kinkade, Community Arts Center.
- 3.) **Minutes & Financial Reports:**
  - a. Previous Meeting Minutes: Minutes for meeting on February 21<sup>st</sup>, 2018 were approved on MOTION by Albright SECONDED by Terry.
  - b. Financial Reports: Financial reports as of February 28<sup>th</sup>, 2018 were approved on MOTION by Albright SECONDED by Perros.
- 4.) **Organizational Action/Information**
  - A. Governance
    - i. Executive Committee: 3-14-18 minutes were not discussed.
    - ii. FY '18-'19 Budget Process: Goggin gave brief review of budget, and inquiries surrounding payroll budget were offered by Look. Research will take place and discussion will commence at next meeting.
    - iii. Committees: Nelson introduced Perros and McKinney as new Chairs of Transportation Committee. Mention made of two individual offers sent for Workforce Development Committee awaiting response.
    - iv. Constitution Square Endowment: McKinney briefed on the need to increase the "designated fund" and invitation for partner/individual donations. Kirchner acknowledged CVB's partner donation from previous year and current, and N. Wade noted the HOD's intended donation.
    - v. Board Social/Retreat: Nelson discussed the need for food sponsors for the upcoming Social Retreat, March 30<sup>th</sup>, at Wilderness Trail Distillery.

- vi. Meeting Location: Maynard MOTIONED for six-month trial period at Denyo as the new meeting location and Albright SECONDED the motion. Brief discussion took place. All in favor with one (Terry) opposed, the MOTION carried.

**B. Business Development**

- i. Small Business Recruitment/Retention: Lassiter gave brief review on application of partner roles in new business recruitment and the pursuance of new business contracts. Brief discussion took place and questions were answered.  
Wade (HOD) submitted a report detailing their key areas of focus in 2018-19 to assist EDP in the economic development for downtown.
- ii. Industrial Park Snow Removal: Albright discussed businesses hiring individual contractors and agreed to forward these names.

**5.) Executive Staff Report:** Written report attached and recorded in minutes.

**6.) Next Meeting:** 8:00 AM, April 18<sup>th</sup>, 2018 at Denyo.

**7.) Adjournment:** Perros made a MOTION to adjourn the meeting at 9:48 a.m. Ellsworth SECONDED the motion and it unanimously carried.