

MINUTES

Wednesday, January 16, 2019

Danville City Hall, Basement Conference Room • 445 West Main Street, Danville

1. **Welcome, Quorum Determination, Agenda Review:** Chair Ben Nelson called the meeting to order at 8:02 AM. A quorum was determined to be present: Miles, Turbyfill, Williams, Maynard, Knight, Terry, Gibson, Tillman, Albright, Hutzley, Scott, Perros, McKay, Nelson. Advisory Partners represented: Kirchner, Wade, Mayes. Staff present: Lassiter. Guests present: Hunter, P&Z; Kleppinger, A-M; Kinkade, CAC; Chris Brummett, Perryville Jamboree. Nelson noted that there are two director seats on the board currently vacant representing Boyle County Fiscal Court and City of Perryville, and the chief elected officers have been requested for appointments.
2. **Minutes & Financial Reports:** 12-19-18 Minutes – approved on MOTION by Miles SECONDED by Maynard; 12-31-18 Financial Reports – approved on MOTION by Turbyfill SECONDED by Perros.
3. **Organizational Action/Information**
 - A. Governance/Administration:
 - i. Meeting Location: Executive Committee recommends continuing at Denyo’s Training Center through the June board meeting; affirmed on MOTION by Maynard SECONDED by Scott.
 - ii. EDP FY 2017-18 Audit: Turbyfill reviewed the audit and supporting letters and findings by RFH CPAs for the board’s information. On MOTION by Turbyfill SECONDED by Perros, the audit was accepted.
 - iii. Partner Budget Workshop: Nelson shared that the Economic Development Organization Partners are invited to a budget workshop on 1-22-19, 2 PM, McKinney Center. This will be for the purpose of sharing income needs as well as expense priorities, particularly in cost-sharing arrangements, for budget planning and the public appropriations process.
 - iv. MOA Revision: Nelson reviewed a draft entitled as a Partnership Commitment as a succeeding document to the former Memorandum of Agreement required by the EDP bylaws.
 - v. Advisory Partner Report: Jennifer Kirchner, CVB; this report will be deferred to the February board meeting due to the shortened time for the January meeting.
 - B. Business Development/Marketing: Lassiter shared his experience in being invited to his third session of the Southern Economic Development Roundtable (SEDR) earlier in January. He shared several of the issues discussed, included tariffs/trade, workforce, and artificial intelligence. He also noted that he was given the opportunity to conduct a Wilderness Trail Distillery bourbon tasting for the attendees.
 - C. Committee Reports (by Committee Chairs or Co-Chairs)
 - i. Executive: Nelson reviewed the committee minutes with the board. He noted the item discussed and approved by the committee for the chair to initiate one-on-one, informal conversations with board members on their participation and attendance. He also shared the committee’s discussion about proceeding with needed staffing, including the possibility of a

- pilot initiative to contract with available talent in the community to accelerate the implementation of the strategic plan.
- ii. Finance: Turbyfill reviewed the committee minutes with the board. Nelson noted that the Finance Committee’s responsibility will not include the Chairman’s Circle fundraising effort, but he will ask all board members for their assistance in retaining and growing the Chairman’s Circle investor base. The committee
 - iii. Workforce Development: No meeting was held in December. Tillman shared that a series of opinion-editorial pieces have been written for inclusion in the *Advocate-Messenger*. The past and present perspective pieces have been completed, and a future perspective piece is in process. The committee meets on fourth Wednesday of the month at 8 AM in the Conference Center.
 - iv. Asset Development: No meeting was held in December. Perros made no other report. The committee meets in odd-numbered
 - v. Marketing: Gibson reviewed the committee minutes with the board. He noted that the committee will meet more regularly for a period of time before moving to regular monthly meetings. Perros shared his goal of developing knowledge among the board and community about EDP’s marketing objectives and activities.
- 4. Executive Report:** Lassiter reviewed the 2018 year-end Project Funnel Report and infographic for the board’s information. A total of 113 prospects were worked during 2018, with a result of 13 projects announced—9 are completed, 4 are in process.
- 5. Closed Session (as needed):** Pursuant to the Kentucky Open Meetings Act, exceptions are authorized for “[d]iscussions between a public agency and a representative of a business entity and discussions concerning a specific proposal, if open discussions would jeopardize the siting, retention, expansion, or upgrading of the business . . .” [KRS 61.810(1)(g)], or “[d]iscussions or hearings which might lead to the appointment, discipline, or dismissal of an individual employee . . .”, but “shall not be interpreted to permit discussion of general personnel matters in secret” [KRS 61.810(1)(f)].
- 6. Next Meeting:** 8:00 AM, February 20, 2019
- 7. Adjournment:** 8:53 AM.