

**MINUTES**

**8:00 AM • Wednesday, January 24, 2018**

**McKinney Conference Center • Constitution Square Historic Site**

- 1. Welcome, Quorum Determination, Agenda Review:** Chairman Ben Nelson called the meeting to order at 8:00 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, Albright, Davenport, Ellsworth, Gibson, Goggin, Hutzley, Look, Maynard, McKinney, Perros, Scott, Sleet, Terry-Cochran, Tillman, Williams
  - B. Advisory Partners: Kirchner, CVB; Duvall, HOD
  - C. Staff: Lassiter, H. Goode, D. Wade.
  - D. Guests: Pat Boatwright, BLT; Gary Chidester, citizen; Tom Ellis, citizen; Steve Hunter, P&Z; Niki Kinkade, CAC; Tom Martin, ECU; Ben Kleppinger and Robin Hart, Advocate-Messenger.
  
- 2. Minutes & Financial Reports:**
  - A. Previous Meeting Minutes: Minutes for meeting on December 12, 2017 were approved on MOTION by Goggin SECONDED by Hutzley.
  - B. Financial Reports: Financial Reports as of December 31, 2017 were approved on MOTION by Williams SECONDED by Albright.
  - C. FY '16- '17 Audit: Approved on MOTION by McKinney SECONDED by Gibson.
  
- 3. Organizational Action/Information**
  - A. Public Policy: Kinder Morgan Pipeline Repurposing: Lassiter presented a letter from Attorney Mark Morgan that can be used as a template to contact state and federal officials concerning the Kinder Morgan pipeline proposal.
  
  - B. Governance:
    - i. Board Retreat: McKinney made a motion to schedule the retreat for March 30-31, 2018. Ellsworth seconded the motion and it unanimously carried.
    - ii. Executive Committee: The elected officers, Sleet, McKinney, and Perros are members of this committee. The committee plans to schedule a meeting soon.
    - iii. Allocation of Staggered Terms: Lassiter presented a list of board members and their term of office. The City of Danville reported that the mayor will serve three terms, city manager two terms, and a commissioner one term.
    - iv. FY '18-'19 Budget Preparation: The proposed budget for FY 2018-2019 is due to the city by March 2. Draft budgets for EDP, HOD, and Perryville are due by February 1.
  
  - C. Strategic Economic Development Plan (SEDP) Implementation
    - i. Strategic Plan Workgroup/Target Market Subcommittee: This item will be discussed at the retreat.
    - ii. Private Investor Development: Goode reported that the original goal of \$30,000 has been raised and exceeded for a total of \$37,000.  
**Note:** The Chairman's Circle will meet March 28<sup>th</sup> from 8 -10 am.

iii. Committee Establishment: Perros and Gibson were appointed to form the Workforce Development Committee and the Transportation Committee.

4. **Executive Staff Report:** Lassiter presented a report that will be attached to the minutes and incorporated by reference. Lassiter also presented the Project Funnel Report for 2017.

5. **CLOSED SESSION:** Terry-Cochran made a motion to go into closed session pursuant to KRS 61.810(1)(g), an exception to the Kentucky Open Meetings Act is 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 . . . .” Ellsworth seconded the motion and it unanimously carried. McKinney made a motion to come out of closed session. Scott seconded the motion and it unanimously carried. No action was taken.

6. **Next Meeting:** 8:00 AM, February 21, 2018, McKinney Conference Center

7. **Adjournment:** Goggin made a motion to adjourn the meeting. Albright seconded the motion and it unanimously carried.

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Minutes prepared by Denise Wade, CVB  
Reviewed by Jody Lassiter, EDP