

MINUTES

Wednesday, May 15, 2019

Denyo Manufacturing Corporation Training Center • 1450 Minor Road, Danville

1. **Welcome, Quorum Determination, Agenda Review:** Chair Ben Nelson called the meeting to order at 8:01 AM. A quorum was determined to be present. The agenda was reviewed, and no changes or additions were made.
 - A. *Board:* Present – Nelson, Terry, Albright, Tillman, Williams, Scott, Knight, Miles, Turbyfill, McKay, Hutzley, Maynard, Perros. Absent – Ellsworth, Hunt, Gibson (excused); Caldwell (unexcused).
 - B. *Advisory Partners:* Kirchner, CVB. COC, HOD, and MSP were not represented.
 - C. *Staff:* Lassiter, Gooch, Touchstone (contract).
 - D. *Guests:* Tim Kitts, Tom Poland, Jerry Carter, Jamey Gay, Ben Kleppinger.

2. **Minutes & Financial Reports:** 4-17-19 Minutes – approved on MOTION by Scott SECONDED by Knight; 4-30-19 Financial Reports – approved on MOTION by Turbyfill SECONDED by Hutzley; Turbyfill discussed the completed IRS Form 990 for filing, which was distributed by Lassiter to the board via email for their review.

3. **Organizational Action/Information**
 - A. *Governance/Administration*
 - i. MOA/Partnership Commitment: Nelson reviewed the current draft of the document in the board packets. He requested any final edits to be submitted to him in two (2) weeks, or by May 29. He noted that his objective is to approve a final document for signing at the June board meeting. Knight suggested that the Fiscal Court may have additional edits due to asking County Attorney Chris Herron to review the document for the first time at the 5-14-19 Fiscal Court meeting. He expressed concern that there would be insufficient time to incorporate changes and approve at the June meeting. Nelson noted that edits had been requested from the Fiscal Court since January 2019.
 - ii. Slating Committee: Nelson shared nominees for Officers (Gibson, Chair; Albright, Vice Chair; Scott, Secretary; and Turbyfill, Treasurer) and Director at Large (there are multiple candidates that Nelson will approach to gauge their willingness to serve). The current bylaws set election at the July board meeting.
 - iii. Asset Financing Task Force: Status report by Turbyfill noted that the committee (J.H. Atkins, Jamey Gay, Greg Caudill, Turbyfill) will have its initial meeting on June 5 as an informational session about property acquisition and development with Jody Lassiter. Nelson explained the distinction of the Task Force's role from the standing Asset Development Committee. The Task Force will be time-limited in scope and will focus on financing structures only, which will aid and inform the ongoing work of the Asset Development Committee.
 - iv. FY 2019-20 Budget Update: Nelson reviewed public appropriations status, which will require line item expense reductions. He asked for board input on what items to retain or eliminate from the budget. employee health insurance renewal. Turbyfill reviewed the process and two plans under consideration for group health insurance renewals. While the health insurance line items may be in excess of the 2019-20 budget, overall personnel expense will be lower than budgeted. Nelson requested the board's input on how the health insurance plan choice should be made, either by direct board review of plan

options/details or by approval of the budget line item on recommendation of the Finance Committee. The consensus of the board was for the latter approach.

B. *Committee Reports:* See committee minutes included in the board packets and incorporated into these minutes by reference.

- i. Executive: Nelson noted the success of the “Telling Our Story” workshop facilitated by Brad Thomas, Manager, Economic Development, Kentucky’s Touchstone Cooperatives. He asked Tom Poland to share the next event in the community educational series, which will be “Early Childhood Champions” hosted by the Danville-Boyle Early Childhood Alliance on May 22, 11:30 AM – 1 PM, at the Boyle County Public Library. EDP is a co-sponsor of the event. He asked Kirchner to share the CVB’s joint venture with the McDowell House Museum to co-locate and centralize Visitor Center and Gift Shop staff at Goldsmith House.
- ii. Finance: No report; next meeting May 17, 9 AM, Conference Center, Constitution Square. Nelson asked Touchstone to report on her activities to secure Chairman’s Circle renewals.
- iii. Workforce Development: The committee heard presentations from the Early Childhood Alliance on its report and Andrew Wilkinson, Seeing Heart Ministry, for a residential transition home for former incarcerated individuals in Boyle County. Nelson noted the Community Resource and CKSHRM Job Fairs hosted in late April in which the committee was engaged or supported.
- iv. Marketing & Recruitment: Perros noted the “Telling Our Story” workshop by Brad Thomas as a valuable exercise, and that he would like to see him return to drill down on specific areas. He said that it was important that Thomas recommended target markets should be distilled to one or two rather than seven. He also mentioned Thomas’ noting the absence of the school superintendents from the workshop; Perros suggested that they be further engaged with the EDP board as well. Nelson noted the difficulty of sharing and promoting events widely enough to secure attendance by board members and invited guests, much less the public. Terry also shared that the committee will focus on advising and assisting Lassiter for the best utilization of time and resources for his marketing travel and activities. Perros asked Lassiter to elaborate on the target markets of aerospace manufacturing and food/beverage processing. Lassiter noted that a sector like automotive supply are organic to our area and will continue to be target. Perros also noted the importance of health care as a target market. McKay addressed the competitive issues involved with physician recruitment, which led to a lengthy discussion among the board members.
- v. Asset Development: No report.

4. **Executive Report:** Lassiter deferred his report time to the need for a closed session.

5. **Closed Session** (*as needed*): On MOTION by Scott SECONDED by Perros, a closed session for the purpose of discussing a possible industrial expansion was convened, pursuant to the Kentucky Open Meetings Act as an exception 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)]. The board returned to open session on MOTION by Scott SECONDED by Williams. No action was needed as a result of the closed session.

6. **Next Meeting:** 8:00 AM, June 19, 2019

7. **Adjournment:** 9:40 AM.