

MINUTES

Wednesday, January 9, 2019 • 8:02 AM

McKinney Conference Center • Constitution Square Historic Site

- 1. Quorum Determination, Agenda Review:** Chair Ben Nelson called the meeting to order at 8:0 AM. A quorum was not present: Nelson, Perros, Knight, Turbyfill, Gibson, Albright. The committee Advisory Partners present: Kirchner. Staff present: Lassiter, Alex Grove (intern).
- 2. Preliminary Review of Previous Board Meeting Minutes/Financial Reports:** Nelson noted that the minutes of the 12-19-18 board meeting are not final as some edits/corrections were not made in the draft presented in the packets. Turbyfill reviewed the financial reports with the committee, specifically the expected income line item for Chairman's Circle investors and the overage in the Kentucky Crossroads line item associated with the October networking luncheon.
- 3. Staff Update:** Lassiter introduced Grove as the EDP's intern for CentreTerm. Grove shared information about himself and the work he has been undertaking during his internship with the committee. Lassiter elaborated on Groves' projects, including updating the Kentucky Crossroads StateBook website and Boyle County Employment Census 2018 Year-End. In addition to the employment census, he also shared the calendar year transition work activities for the 2018 year-end Project Funnel Report/Infographic, which will be shared at the upcoming board meeting. He also shared about a European manufacturing project for which an RFI response on an existing facility was recently submitted.
- 4. Upcoming Board Meeting Agenda Discussion**
 - A. Agenda Items: Kirchner requested time at the next board meeting to review CVB mission, financials, and information. Turbyfill noted that the EDP audit should be reviewed by the Finance Committee and presented to the board for review at the meeting.
 - B. Budget Planning: Nelson has asked Lassiter to provide a budget estimate of strategic plan cost for FY 2018-19. Lassiter has requested committee chairs for budget requests; the initial response from the Workforce Development Committee chairs was to focus on completing the local match for the BCTC Advanced Manufacturing Center funding/construction. A budget workshop is planned for January 22 among the EDO Partner chairs, treasurers, and staff to discuss income projections, expense needs, and other information sharing in preparation for the budget cycle.
 - C. MOA/Partnership Commitment Draft: Nelson reviewed the draft with the committee and requested their edits so that it may be reviewed and considered by the full board. The draft has been significantly revised to be more of an aspirational pledge in its language rather

than a legal contract. The Advisory Partners will be asked to review their described responsibilities specified in the Commitment.

5. Old Business: Nelson noted the need to determine a meeting location for the board meetings after the discussion at the last board meeting. He recommended that the board continue to meet at Denyo through June, with which the committee agreed. He suggested that the board meeting shouldn't necessarily be the sole means of reaching out to Boyle County's communities and constituent groups; other opportunities for the board to engage with our community should be pursued.

6. New Business: Nelson shared the need for board members to assess their engagement on the board and their attendance at board meetings. He requested the committee's input on how to best address these issues with board members. Discussion followed on the manner in which attendance or performance issues, for example, should be properly addressed with a board member and escalated if necessary. The consensus of comments was that Nelson as chair should first make informal personal contact one-on-one with the board member to address their performance. If the board member does not respond, then the chair will involve another director representing the same Partner or group.

7. News You Can Use

8. Closed Session (*as needed*): Pursuant to the Kentucky Open Meetings Act, Perros moved and Knight seconded going into closed session for an exception authorized for "[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)]. Albright moved and Perros seconded to return to open session. Nelson announced that no action was necessary to be taken by the committee as a result of the closed session.

9. Next Meetings

A. Board of Directors: 8:00 AM, January 16, 2019, Denyo Manufacturing Corporation

B. Executive Committee: 8:00 AM, February 13, 2019, McKinney Conference Center

10. Adjournment: 9:30 AM.