

Washington County Local Development Corporation  
Loan Review Committee - Meeting Minutes  
Tuesday, December 18, 2018 – 10:00 a.m.  
LDC Conference Room

**Board Members Present:** Jay Niles, Jared Humiston, Dave O'Brien, Brian Campbell and Dana Hogan  
**Staff Present:** Deanna Derway – WCLDC President **Others Present:** Jeffry Donnelly

**I. Call to Order**

The meeting was called to order at 10:00 AM.

**II. Approval of Meeting Minutes**

After reviewing the minutes from the November meeting, Dana Hogan made the motion to approve and Jay Niles seconded. It was approved unanimously.

**III. Old Business - None**

**IV. New Business**

**A. Loan List Update**

Next, The Board reviewed the current loan list update. Deanna again discussed Harrington's Care A Lot with the Committee. The owners have been in touch with Deanna about their situation and Deanna is working on setting up a meeting in order to discuss their account and the plan of action for getting caught up. The Committee and Deanna discussed some specific information and questions that they would like to gather from the loan recipient at this meeting. Deanna will meet with them and potentially set up a time for them to meet with the Committee. Mr. O'Brien and Mr. Campbell had a disagreement and Mr. O'Brien left the room at 10:10 and returned at 10:31. This account will be discussed further at the January meeting.

**B. Loan application review – J Donnelly Transport LLC**

Next, the Committee reviewed a loan application request for J Donnelly Transport, LLC in the amount of \$60,000 for working capital and upgrades to existing equipment. Jeff Donnelly was present representing the project. This funding would allow Jeff to make some much needed upgrades to existing equipment over the winter which, in turn would allow him to hire another employee for the 2019 hauling season. Jeff already has two loans with the LDC (one of which will be paid in full within a 3 month period. Deanna explained that his payment history is stellar on both loan accounts. Jay Niles made a motion to approve the loan request. Brian Campbell seconded and it was approved unanimously.

**C. Miscellaneous**

Deanna will have all of the year end loan portfolio charts and graphs prepared for the next time that we meet in order to review these reports and send to full BOD for approval.

**V. Adjournment**

The meeting was adjourned at 10:57 AM. Motion made by Jay Niles, seconded by Dana Hogan and approved by all.

Dated: 1/18, 2019

  
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Jared Humiston, Chairman

*Respectfully submitted by, Deanna Derway, Executive Director*