

WASHINGTON COUNTY LOCAL DEVELOPMENT CORPORATION

Governance Committee Meeting

Tuesday, October 13, 2020 - 10 a.m. Meeting

Meeting held via zoom – recording available

Members Present via zoom: Marion Watkins, Sam Hall and Dave O'Brien

Others Present via zoom: Deanna Derway – WCLDC President

I. Call to Order

Dave O'Brien called the meeting to order at 9:58 AM.

II. Approval of Meeting Minutes

After reviewing the meeting minutes from September, Sam Hall made a motion to approve as presented. Marion Watkins seconded, and it was approved unanimously.

III. Old Business - None

IV. New Business

a. Resolution 20-16 - Authorization of Contract with Bolton LDC ("BLDC")

The Bolton LDC wishes to once again contract with the WCLDC, for Deanna to enter their required 2020 PARIS reporting which is due 3/31/2021. Deanna and the LDC attorney have worked with the BLDC to create an updated contract agreed upon by both parties outlining the services that are to be provided. The Committee discussed the contract and Deanna highlighted that the difference this year is that we know the amount of time and work that goes into the reporting and therefore have raised the cost to \$4,000 as it takes about 40 hours of work to complete. The Committee also discussed that this work falls on Deanna who will be doing the work on her time. Deanna expressed that with the COVID crisis, she would be OK with the stipend remaining the same as last year at \$2,500 but, after a discussion about this, the Committee felt that this is a lot of work in addition to how busy we already are at the WCLDC and they decided that Deanna should receive a stipend of \$3,000 from the 2021 BLDC payment.

Marion Watkins made a motion to approve. Sam Hall seconded, and it was approved unanimously. This resolution will be sent on to the Full Board of Directors for approval.

b. Resolution 20-18 - Removal and Appointment of new Secretary

Dana Hogan, the Secretary of the Washington County Local Development Corporation, wishes to step down from his position and Sue Clary has agreed to step into the position for the remainder of 2020 and 2021.

Sam Hall made a motion to approve this change. Marion Watkins seconded, and it was approved unanimously. This resolution will be sent on to the Full Board of Directors for approval.

c. Resolution 20-19 - Removal and Appointment of LRC Member

Dana Hogan, a member of the Washington County Local Development Corporation's Loan Review Committee, wishes to step down from his position and Sam Hall has agreed to step into the position for the remainder of 2020 and 2021.

Dave O'Brien made a motion to approve this change. Marion Watkins seconded, and it was approved unanimously. This resolution will be sent on to the Full Board of Directors for approval.

d. Resolution 20-20 - Removal and Replacement of Check Signatory

Dana Hogan, who is one of five check signatories for the Washington County Local Development Corporation, wishes to step down from this position and Sue Clary has agreed to step into the position for the remainder of 2020 and 2021.

Marion Watkins made a motion to approve this change. Sam Hall seconded, and it was approved unanimously. This resolution will be sent on to the Full Board of Directors for approval.

e. Miscellaneous

Deanna updated the Committee on the current Comptroller's Audit and informed the Committee that the Auditors are in office a couple days a week and plan to continue this part of the audit until approximately Thanksgiving when they should be able to start putting the report together. Including the editing phase and the multiple times they will meet with myself and the Executive Committee, they expect that the report should be ready to be published sometime around early Summer 2021. Deanna will continue to keep all Committees/Board updated.

V. Adjournment

The meeting was adjourned at 10:10 am. Motion made by Sam Hall, seconded by Marion Watkins and approved by all.


Dave O'Brien, Chairman

Submitted by Deanna Derway, Executive Director/President


Date