

Brunswick Business & Industry Development Board Meeting
February 28, 2019, 11:00 AM ATMC, Shallotte

Minutes

In attendance: Jason McLeod, Dennis Ewald, Jeff Earp, Ann Hardy, Bethany Welch, Commissioner Randy Thompson, Bill Early, Jill Chidester, Kevin Lackey, Josh Winslow, Dr. John Ward. *Phone In:* Commissioner Frank Williams. *Absent:* Kris Ward, Evan Gore, Clint Berry, Shelbourn Stevens, Donna Phillips, Michael Reives, Allen Bryant

1. **Call to Order** (Jason McLeod, Chairman). Mr. McLeod introduced and welcomed Josh Winslow, BEMC.
2. **Approval of Minutes from the January 24, 2019 Board Meeting** (McLeod)
 - 2.1 Action: Motion to approve the minutes as presented.
Motion: Commissioner Randy Thompson
Second: Dr John Ward
Vote: UNANIMOUS
3. **Executive Committee Report** (McLeod)
 - 3.1 Mr. McLeod announced the retirement of Don Hughes at BEMC, and Josh Winslow, President of BEMC, was approved by the Executive Committee to replace Mr Hughes on the Board of Directors.
 - 3.2 The Committee proposed an amendment to the by-laws under section 6.2 of The Officers. The proposed amendment is to change only non-appointed members shall be elected as officers, to All Officers shall be elected from among the At-Large Directors and/or Appointed Directors as defined in Section 3.3. Neither the Chair or Vice Chair of the Board of County Commissioners shall serve as an Officer of the Foundation.
Action: To accept the amendment of the By-laws as presented.
Motion: Jeff Earp
Second: Dr. John Ward
Vote: UNANIMOUS
 - 3.3 Action: Mr. McLeod stated the Executive Committee recommended Dennis Ewald to fill the secretary position vacated by Mr Hughes and Mr Ewald is willing to serve.
Motion: Dr John Ward
Second: Jeff Earp
Vote: UNANIMOUS
4. **Finance Report** (Early)
 - 3.1 Mr. Early reviewed the balance sheet for January and stated the budget, through seven months of the year is at 58%.
 - 3.2 Action: Motion to approve the finance report as presented.
Motion: Commissioner Randy Thompson
Second: Dennis Ewald
Vote: UNANIMOUS
5. **Proposed Budget** (Early)
 - 4.1 Mr. Early stated the finance committee had met to complete the budget for next year. The committee recommended the budget to stay in line with the current year. Mr Early stated there were some increases in insurance, and that marketing and strategic planning could carry over into the new budget. Mr. Early stated once the Board approves the budget, he will submit it to the County Manager.
 - 4.2 Action: To approve the 2019-20 budget as presented. Commissioners Frank Williams and Randy Thompson recused themselves from the vote because it had not been submitted to the County.

Motion: Dr. John Ward

Second: Jeff Earp

Vote: UNANIMOUS

6. **Executive Director's Report** (Early)

Mr. Early presented a written report of his recent activities and stated he is reviewing the strategic plan draft. Mr. Early proposed dates for a board meeting for the review of the plan. March 22 was agreed upon.

Action: Mr Early requested March 22 to replace the regularly schedule meeting, March 28, with Robin Spinks to review the strategic plan as a place TBD.

Motion: Commissioner Randy Thompson

Second: Dr John Ward

Vote: UNANIMOUS

Mr Early stated both mega sites have been officially recertified and Project Pavement announcement date has been confirmed for April 5 at 10am.

7. **Closed Session** (Lackey, Early)

8. **Next Meeting – March 22, 2019 – Location: TBD**

9. **Adjourned**