

**Beaufort County Economic Development Corporation
January 17, 2018 – Board Meeting – 2:00pm
TCL New River Campus, Conference Room**

Meeting Minutes

Present: Murray, Alsko, Fobes, Sulka, Willis, O'Toole
Absent: Gough, Bennett
Guests: Joe Croley, Ashley Feaster, Joe Fragale, Kay Maxwell, Sandy Steele, Eric Summerville

Chairman Murray called the meeting to order at 2:02pm

Alsko moved to accept the meeting minutes from December; Fobes seconded; Chairman Murray and Sulka both abstained; approved 3-0

O'Toole reviewed and provided comments on the EDC's current FY17/18 budget performance

O'Toole reviewed and provided comments on the FY18/19 budget; County Council has an upcoming retreat in February and the EDC will be asked to provide an update during a portion of it; O'Toole shared some initial ideas for areas of focus related to marketing and lead generation; Chairman Murray suggested that the Board set aside a few hours for a Board retreat in the next few weeks to plan for FY18/19; O'Toole will inquire with Rob Camoin to check availability and pricing on being the facilitator

Sandy Steele provided a SCA operations update; preparing flyers on 7 Beaufort County available properties; O'Toole now has access to SCA's Dropbox and Salesforce applications; working with Town of Bluffton on St. Joseph/Candler announcement; SCA had 13 regional announcements in 2017 (up from 10 announcements in 2016)

Kay Maxwell provided a SCA marketing update; the Board was provided a walkthrough of the Beaufort County microsite which is now live through the SCA, www.beaufortscedc.org

O'Toole stated that he received proposals from 3 accounting firms for BCEDC services; O'Toole and Fobes reviewed the proposals and are recommending that we accept he would like to solicit one more proposal as the two submitted were vastly different. Willis moved to allow O'Toole to enter into an agreement with WebsterRogers in the amount of \$3,504; Sulka seconded; approved 6-0

O'Toole suggested the creation of a Board governance committee to assist with pending growth of the Board size 2018; Fobes and Chairman Murray agreed to serve

Alsko reviewed the final draft of the Board's proposed bylaws; no additional comments provided by the Board; Chairman Murray moved to adopt the bylaws as presented; Sulka seconded; approved 6-0

Alsko noted that the Certificate of Action previously adopted by the Board at the Special Meeting held on 10/31/17 did not include the bylaw attachment in final form due to the Board agreeing to gather further information prior to adopting the Bylaws. Alsko further stated that the Board is currently governed by the original Articles of Incorporation and although we have the ability to adopt and amend bylaws, we are required to get final approval from County Council before executing them. Willis made the motion that the Board amend the prior Certificate of Action to include the adopted Bylaws from this meeting and to forward

the restated Articles and the adopted Bylaws to County Council for final approval; Sulka seconded; approved 6-0

Chairman Murray stated that one Board member will have a conflict with our standing meeting date in 2018; it was suggested that the Board meet on the third Thursday of each month; the next meeting will be Thursday, February 15, 2018 at 2:00pm at TCL New River Campus

Chairman Murray opened the meeting to public comments; Joe Fragale reviewed other local recent meetings

Chairman Murray entertained a motion to enter executive session to review contractual matters and the current prospect list; Sulka moved; Fobes seconded; approved 6-0; the Board entered executive session at 2:58pm

The Board exited executive session at 3:36pm; Willis and Sulka left executive session at 3:15pm due to previous commitments; Willis rejoined the executive session via phone

The Board discussed the re-appointment of Alsko to one of the three staggered SCA Board seats that is up in April 2018; Chairman Murray moved that the Board recommend to the County Council that they re-appoint Alsko to the SCA Board seat that is provided for through the County's agreement with the SCA; seconded by Fobes; approved 4-0

The meeting was adjourned at 3:38pm