

WASHINGTON COUNTY LOCAL DEVELOPMENT CORPORATION
Board of Directors
ANNUAL ORGANIZATIONAL MEETING
Tuesday, January 2, 2018
1:00 p.m. Meeting

Board Members Present: Rich Norman, Rich Moore, Seth Pitts, Dana Hogan, Marion Watkins, Dave O'Brien, Jared Humiston, Dana Haff, George Gang, Cassie Fedler, Dan Shaw, John LaPointe, George Armstrong (entered 9:56 AM)
Staff Present: Deanna Derway – WCLDC President
Guests: John Rozell

I. Call to Order

Executive Director of the LDC, Deanna Derway called the meeting to order at 1:00 p.m.

II. New Business

A. The first order of business was the election of the 2018/2019 Executive Officers. At this time Deanna and the Board accepted nominations and the following were elected:

Resolution 18-1 - Appointment of 2018-2019 Officers/Executive Committee:

Chairman – Jared Humiston

Motion to approve made by: Dana Haff

Seconded by: Jay Niles

Ayes: 15 Nays: 0

Adopted: 1/2/18

Chairman Humiston continued with the election of officers:

Vice-Chairman – Dave O'Brien

Motion to approve made by: Dana Haff

Seconded by: Jared Humiston

Ayes: 15 Nays: 0

Adopted: 1/2/18

Secretary – Dana Hogan

Motion to approve made by: Dave O'Brien

Seconded by: Jared Humiston

Ayes: 15 Nays: 0

Adopted: 1/2/18

Treasurer – Jay Niles

Motion to approve made by: Dave O'Brien

Seconded by: Cassie Fedler

Ayes: 15 Nays: 0

Adopted: 1/2/18

B. Chairman Humiston continued with the following resolutions electing the 2018-2019 Committees and Check Signatories. The Chairperson for each Committee will be recommended to the BOD for the January 19th Regular Board of Directors meeting:

Resolution 18-2 – Appointment of Check Signatories:

Resolved, that the following be and hereby are appointed as Signatories of the Washington County Local Development Corporation for the years 2018-2019:

- 1) Jared Humiston
- 2) Dave O'Brien
- 3) Dana Hogan
- 4) Terry Middleton
- 5) Brian Campbell

Motion was made by: Cassie Fedler

Seconded by: Dave O'Brien

Ayes: 15 Nays: 0

Adopted: 1/2/18

Resolution 18-3 - Appointment of Loan Review Committee:

Resolved, that the following be and hereby are appointed as members Of the Loan Review Committee of the Washington County Local Development Corporation for the years 2018-2019:

- 1) Jared Humiston
- 2) Jay Niles
- 3) Dave O'Brien
- 4) Dave Higby
- 5) Brian Campbell
- 6) John Rozell
- 7) Dana Hogan

Motion to approve made by: Brian Campbell

Seconded by: Dave O'Brien

Ayes: 15 Nays: 0

Adopted: 1/2/18

Resolution 18-4 - Appointment of Audit & Finance Committee:

Resolved, that the following be and hereby are appointed as members Of the Audit & Finance Committee of the Washington County Local Development Corporation for the years 2018-2019:

- 1) Jared Humiston
- 2) Marion Watkins
- 3) Terry Middleton
- 4) John Rozell
- 5) Jay Niles

Motion to approve made by: Cassie Fedler

Seconded by: Dana Haff

Ayes: 15 Nays: 0

Adopted: 1/2/18

Resolution 18-5 - Appointment of Governance Committee:

Resolved, that the following be and hereby are appointed as members Of the Governance Committee of the Washington County Local Development Corporation for the year 2018-2019:

- 1) Jared Humiston
- 2) Dave O'Brien
- 3) Marion Watkins
- 4) Brian Campbell
- 5) Jay Skellie

Motion to approve made by: Jay Niles

Seconded by: Dave O'Brien

Ayes: 15 Nays: 0

Adopted: 1/2/18

III. Old Business

Next, Deanna let the BOD know that they will each be receiving a packet of paperwork to be filled out for PAAA. Deanna will deliver the packets to the Supervisors mailboxes in BOS and they will include the paperwork for any appointed designees as well. Deanna also let the BOD know that the LDC Annual Audit will take place at the beginning of February so that PAAA reports will be ready for approval and submission at the March meeting.

Next, the BOD wished to continue the discussion of the Executive Director/President's contract. The BOD reviewed the proposed contract and had a correction of a typo under number 4 on the contract where the number should read (four) instead of (ten). They also added the cell phone expense reimbursement of \$80/month as number 7 to the contract. Dave O'Brien made a motion to accept the 1 year contract for the Executive Director/President position with the noted correction/addition. Terry Middleton seconded and it was approved unanimously.

The BOD discussed adding some additional duties to the Executive Committee. The Board would like the Executive Committee to meet quarterly with the Executive Director/President in order to lay out and evaluate goals and employee performance. They would like to be notified by email 2 weeks prior to each review so that the Committee can solicit feedback and prepare for review based on input from all BOD members. Upon completion of each review, the BOD would like a report from the Committee. Brian Campbell made a motion to approve the above mentioned additional duties of the Executive Committee. Dana Hogan seconded and it was approved unanimously.

IV. Adjournment

The meeting was adjourned at 1:42 am. Motion made by Dana Hogan, seconded by Brian Campbell and approved by all.



Jared Humiston, Chairman

Date



Submitted by Deanna Derway, Executive Director/President