

## **HENRY COUNTY DEVELOPMENT AUTHORITY**

### **MEETING MINUTES**

**May 3rd, 2024**

#### **I. CALL TO ORDER**

A meeting of the Henry County Development Authority (HCDA) was held on May 3rd, 2024, at the Southern Crescent Technical College- Henry County Center, located at 300 Lakemont Drive, McDonough, Georgia, Building A, Conference room 122. Board members present were Irvin Culpepper, Charles Marshall, David Crow, Cynthia Andrews, Eddie Ausband, and Siddiqa Gibson. Also, in attendance were Stephen Morris, Meadows, Macie & Morris, Legal Counsel; Josh Fenn, Executive Director; Sharon K. Hill, Manager of Established Industry; Susan Wise, Manager of Business Development, and Kelsea Morton, Executive Assistant. At 8:00 a.m., Chairman Culpepper called the meeting to order.

#### **II. CALL ROLL/QUORUM/NOTICE OF MEETING**

Chairman Culpepper asked for a roll call, which indicated the presence of a quorum, and verified that meeting notices were properly posted.

#### **III. APPROVAL OF AGENDA**

Chairman Culpepper requested the inclusion of an Executive session for real estate matters, and asked the Board if there were any additional amendments to the agenda as posted, or a motion to approve the amended agenda. Mr. Ausband made a motion to approve the agenda with the requested amendment, and Mr. Crow seconded; the motion to approve the agenda as amended passed unanimously.

#### **IV. MEETING MINUTES**

Chairman Culpepper confirmed that each Board member reviewed the Minutes from April 3rd, 2024, and asked if there were any questions or comments from the Board, or a motion to approve the Meeting Minutes. Hearing none, Ms. Gibson then made a motion to approve the Minutes from April 3rd, 2024, and Ms. Andrews seconded. The motion to approve the Meeting Minutes from April 3rd, 2024, passed unanimously.

#### **V. STANDING REPORTS**

##### **INVOICES/FINANCIALS/CORPUS**

Mr. Fenn reviewed the HCDA Consolidated Budget Statement and correlating financial reports for the month ending April 30th, 2024, and noted the monthly and year-to-date balances for the HCDA County

& Corpus budgets. Mr. Fenn offered to answer any questions from the Board regarding the financial reports. Hearing none, Mr. Ausband then made a motion to approve the invoices, financials, and Corpus reports, and Ms. Andrews seconded. The motion passed unanimously.

### **MARKETING REPORT**

Mr. Fenn presented the Marketing Report, which included metrics of the digital marketing platforms during the period.

### **STAFF REPORT**

Mr. Fenn presented the monthly staff report for April 2024, including the current YTD number of projects, YTD Capital Investments, and number of jobs created for the fiscal year. He also reported on his participation in the April 29<sup>th</sup>, 2024, district 2 Townhall meeting, held by Commissioner Neat Robinson.

### **ESTABLISHED INDUSTRY REPORT**

Ms. Hill presented the established industry report for April; 12 visits to local industries, as well as visits with various community partners. She provided the Board with an update on the Established Industry and Workforce Development events and interactions attended during the month of April, as well as the status of completion for the current round of "Made in Henry" industry videos.

### **DISTRICT REPORTS**

D1: No Report

D2: No Report

D3: No Report

D4: Chairman Culpepper reported the appointment and swearing in of Michael T. Price, Commissioner of District 4

D5: No Report

County at Large: No Report

### **VI. EXECUTIVE SESSION**

At 8:25 a.m., Chairman Culpepper accepted a motion made by Mr. Ausband to enter Executive Session for the purpose of real estate matters, and Mr. Crow seconded. The motion to move the meeting into a closed session passed unanimously. At 8:36 a.m., Chairman Culpepper accepted a motion made by Ms. Gibson to move the meeting to an open session, and Ms. Andrews seconded. The motion to exit the Executive Session passed unanimously, and the meeting was moved back into open session.

## VII. LEGAL MATTERS

- **Legal Updates**

Mr. Morris had no further legal updates to provide to the Board at that time.

## VIII. ADJOURN

Chairman Culpepper accepted a motion made by Mr. Crow, to adjourn the May 3rd, 2024, meeting of the Henry County Development Authority Board of Directors, and Ms. Andrews seconded. At 8:37 a.m., the meeting was adjourned.

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Kelsea Morton, Recording Secretary

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Irv Culpepper, Chairman

*Upon adjournment, the HCDA Board held a Workshop for informational briefings only.*

*This Workshop meeting was held at the Southern Crescent Technical College- Henry County Center,  
located at 300 Lakemont Drive, McDonough, GA, Building A, Room 122*