



# Development Authority of Dawson County



## Meeting Minutes Development Authority Regular Meeting and Annual Board Work Session March 28, 2017

**Location:** Etowah Water & Sewer Authority Conference Room, Dawsonville, GA.

**Attendees:** Sherry Weeks – Chair, Brian Sticker – Vice Chair, Mike Ball – Treasurer, Brian Trapnell, Tony Passarello, Calvin Byrd, Steve Melching, Charlie Auvermann - Executive Director, Mary Simmons – Director of Operations, Christie Haynes – ex-officio, Doris Cook, ex-officio.

**Guests:** Chris Gaines – Dawson County Board of Commissioners, Dr. Damon Gibbs – Superintendent Dawson County Schools, James Grogan – Mayor City of Dawsonville, Rope Roberts, Regional Rep, Georgia Power Inc., Allie Dean – Dawson County News, Bill Johnson – FetchYourNews Service, Denise Ray - Big Canoe Smoke Signals, plus a few citizens.

**1. Call to Order** – Call to Order at 9:05 AM by the Chair.

**2. Announcements** – The Chair welcomed the new board members, reminded all about the published 2017 meeting dates and that copies of the new revised By-Laws were available, welcomed the guests for the annual work session, discussed the 2017 Chamber Gala and the pending Business After Hours in October to be sponsored by the DADC.

**3. Approval of the Quorum & Attendance** – The Chair requested a motion that the board members were in attendance, that a quorum was reached and the meeting was being held in the duly advertised location.

Motion by Mike Ball – to accept the sign-in sheet as presented, acknowledge that there were 7 of 7 board members in attendance and the location was as stated on the official notice of the meeting. Second by Brian Sticker. No further discussion. Passed 7-0. Weeks, Sticker, Ball, Melching, Trapnell, Passarello and Byrd in favor. None opposed.

**4. Execution of Oath of Office & Confidentiality Forms** – the Executive Director reminder the new board members to review and sign the annual Oath of Office form and listing of Conflict of Interest/Confidentiality forms distributed to them electronically meeting and to provide those to Mary Simmons. No motions were made.

**5. Approval of the Agenda** – The Chair requested a motion on modification of the draft agenda to consider appointment of a new secretary for 2017.

Motion by Mike Ball – to add one item of new business to consider nominations for the 2017 secretary. Second by Brian Sticker. No further discussion. Passed 7-0. Weeks, Sticker, Ball, Melching, Trapnell, Passarello and Byrd in favor. None opposed.

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**6. Approval of the Minutes** – The Chair opened the floor for discussion of the regular meeting minutes of January 31, 2017 as previously provided to the Board electronically with hard copies available at the meeting.

Motion by Brian Sticker – to accept the minutes of the January 31, 2017 as presented. Second by Mike Ball. The Executive Director requested that new board members, Passarello, Byrd and Trapnell recuse themselves from the vote since they were not appointed and therefore not in attendance at the January meeting. Board member Melching was cleared to vote on the motion because he was in attendance during the entirety of the January meeting even though he was not yet appointed. His presence meant he was fully aware of all the business conducted at the January meeting. No further discussion. Passed 4-0-3. Weeks, Sticker, Ball and Melching in favor; Trapnell, Passarello and Byrd recused. None opposed.

**7. Financial Report** – The Chair opened the floor for discussion of the February 28, 2017 financial reports as previously provided electronically to the members with hard copies available at the meeting. The Chair asked Mike Ball Treasurer to present any findings from his review of the financial documents. Mike Ball presented a general overview of the financial structures of the Authority for the new board members. Discussion on the Board.

Motion by Brian Sticker- to accept the DADC February 28, 2017 Financial Reports as presented. Second by Steve Melching. The Treasurer responded to questions on the different bank accounts, the loan agreements with the Chamber of Commerce and the financial interactions between the DADC and the IBADC. No further discussion. Passed 7-0. Weeks, Sticker, Ball, Trapnell, Passarello, Melching and Byrd in favor. None opposed.

Copies of the financial reports are included as attachments to these minutes on file.

### **8. Old Business -**

No Old Business was brought before the Board during the March Regular Meeting.

### **9. New Business –**

#### **A. Nominations/Election 2017 Secretary**

The Chair advised that in accordance to the By-laws of the DADC As Approved the sitting board at the January 31, 2017 annual meeting met the requirements by nominating and approving a full slate of board officers for 2017. As such the approved secretary was one of the outgoing board members thus would not be able to remain as the secretary passed the end of his term. Therefore, the newly seated board would now need to consider an appointment for the secretary position. Discussion on the Board. The Chair opened the floor for motions to consider the nominations for the 2017 Secretary.

Motion by Mike Ball – to nominate Steve Melching as the 2017 Secretary. Second by Brian Sticker. For the purposes of the vote Steve Melching recused himself. No further discussion. Passed 6-0-1. Weeks, Sticker, Ball, Trapnell, Passarello and Byrd in favor. None opposed. Melching recused.

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No further New Business was brought before the Board during the March Regular Meeting.

### **10. Ex-Officio Reports**

Because of the annual work session scheduled, no ex-officio reports were given. No motions were made.

### **11. Executive Director's Report**

Because of the annual work session scheduled, no executive director's report was given. No motions were made.

No further business was brought before the Board for the March Regular Meeting.

### **12. Closed Executive Session**

No items for executive closed session were brought before the Board for the March Regular Meeting.

No further business was brought before the Board for the March Regular Meeting.

### **13. Adjourn**

The Chair opened the floor to entertain a motion for adjournment in order to attend the annual work session.

Motion by Brian Sticker – to adjourn the March 28, 2017 regular meeting. Second by Mike Ball. No further discussion. Passed 7-0. Weeks, Sticker, Ball, Trapnell, Passarello, Melching and Byrd in favor. None opposed.

Meeting was adjourned at 9:15 P.M.

**Attachments to these minutes on file:** Meeting attendance sign-in sheet and the Financial Reports from February 28, 2017.

**2017 Annual Work Session:** Meeting was followed by the annual board work session which heard from representatives of Georgia Power and from the Executive Director. No formal business was conducted. No motions were entertained or allowed.

Respectfully submitted by Charlie Auvermann and Mary Simmons