

## IDA BOARD OF DIRECTORS MEETING MEETING MINUTES NOVEMBER 16, 2016

The Highlands County Industrial Development Authority meeting was held in the boardroom of South Florida State College on Wednesday, November 16, 2016. Vice Chairwoman Janet Barber presided over the meeting; a quorum was present.

### 1. CALL TO ORDER – Highlands County Industrial Development Authority (IDA)

The November 16, 2016 Industrial Development Authority Board of Directors meeting was called to order at 7:29 a.m.

### 2. CONFIRMATION OF QUOROM

Name	Title	Organization	Present
Carol Howard	Chair		N
Janet Barber	Vice Chair	Highlands County IDA/EDC	Y
Donna Doubleday	Past Chair	Executive Committee	Y
Wade Taveniere	Secretary/Treasurer		Y
Bruce Bergherm	Director		Y
Paul Koukos	Director	Highlands County IDA/EDC	Y
Thomas Leitzel	Director	Board of Directors	Y
John Shoop	Director		Y
Tim Texley	Director		Y
Commissioner James Brooks	Liaison		Y
Randy Vosburg	Asst. County Admin.	Highlands County Board of	Y
Benjamin Dunn	Dev. Services Director	County Commissioners /	Y
Taylor Benson	Coordinator	Office of Economic Development	Y
Melony Culpepper	Planner I		Y
David Noel		SBDC	Y
John Varady		Heartland Education Consortium	Y
Paul McGehee	Representatives of	Glades Electric	Y
Dr. Sidney Valentine	Outside Organizations	South Florida State College	Y
Dr. Chris van deer Kaay		South Florida State College	Y
Dr. Lindsay Lynch		South Florida State College	Y

### 3. REQUEST FROM THE GENERAL PUBLIC

### 4. CONSENT AGENDA – IDA

The Consent Agenda was presented for consideration. The agenda included the meeting minutes of the September 14, 2016 IDA Board of Directors meeting along with the IDA financial statements for September and October 2016. Director John Shoop moved to approve the September meeting minutes; seconded by Director Thomas Leitzel. Motion carried unanimously. Director Bruce Bergherm moved to approve the September and October financial statements; seconded by Director John Shoop. Motion carried unanimously.

## **5. NEW BUSINESS – IDA**

### **A. Board Member Applications**

The Board was presented with four individuals who submitted applications to serve on the Industrial Development Authority. The applicants included Tom Koppein, Raymond Royce, Gina Reynolds, and John Varady. Tom Koppein is retired but worked for 28 years in the banking industry. Raymond Royce is the Executive Director of the Highlands County Citrus Growers Association. Gina Reynolds is a rural business and economic development consultant. John Varady is a District Administrator with the School Board of Highlands County and the Heartland Educational Consortium.

Director John Shoop moved to approve all four applicants to the Board of County Commissioners for appointment to the Industrial Development Authority. Director Thomas Litzel seconded the motion; motion carried unanimously.

### **B. Fiscal Year 2015-2016 Audit Engagement Letter**

The Board was presented with an audit engagement letter from Wicks, Brown, Williams & Co. for the year ending September 30, 2016. The firm expects to begin field work mid December 2016 and to issue its report no later than March 31, 2017. The fee is expected not to exceed \$5,900. Director Wade Taveniere moved to approve the engagement letter. Director John Shoop seconded the motion; motion carried unanimously.

## **6. ADJOURNMENT – IDA**

The November 16, 2016 IDA Board of Directors meeting was adjourned at 7:37 a.m.

*Minutes developed by: Taylor Benson, Highlands County Office of Economic Development Coordinator.*

*Approval date: Draft*