

**Minutes of the Regular Meeting of the
Board of Directors of the Camden County
Joint Development Authority
December 8th, 2022**

The Board of Directors of the Camden County Joint Development Authority held a regular meeting in the Sure Stay Hotel conference room in St. Marys, Georgia, on December 8th, 2022. There were present and participated at the meeting the following Board members: Tanya Glazebrook, Greg Lockhart, Rachel Baldwin, C.B. Yadav, Burford Clark, and Louise Mitchell. Also, in attendance were staff members James Coughlin, Darren Harper, and Hazel Shaw.

The meeting was called to order by the Chair at 8:03 a.m. Ms. Glazebrook noted that a quorum was present for the meeting.

Amendments to and adoption of agenda: Chair Glazebrook asked for a motion to adopt the agenda if there were no amendments. A motion was made by Mr. Lockhart to adopt the agenda as it read. The motion was seconded by Mr. Yadav. The Board voted unanimously to approve the motion.

Approval of the minutes of the November 15th Regular Meeting: A motion was made by Ms. Baldwin to accept the minutes of the November 15th regular meeting. The motion was seconded by Mr. Lockhart. The Board voted unanimously to approve the motion; a copy of the minutes is attached.

Treasurer's Report: Mr. Coughlin reported on the year-to-date financials as included in the Board packet. A motion was made by Mr. Lockhart, and seconded by Ms. Baldwin to accept the Treasurer's report. The Board voted unanimously to approve the motion; copies of the financials are attached.

Staff Reports: Mr. Coughlin and Mr. Harper gave a detailed verbal and written report on their activities during the past month, along with current initiatives and projects. Copies of the written reports are attached.

Mid-Term Goals and Budget Review: Mr. Coughlin provided a brief overview of the Goals and Budget established and approved by the Board for the Fiscal Year ending 2023. After a discussion, the Board agreed to allow the staff to review the Goals & Budget and make recommendations of how to proceed based on the YTD progress and expenses. The staff will present recommendations to the Board at the January Board meeting.

Special Presentation: Mr. Burford Clark was honored and presented with a Proclamation from Governor Brian Kemp read aloud by Mr. Coughlin for his many years of service to the Camden County Community and service on the JDA Board. Mr. Clark has completed his final term as a Board Member and as such, this was his last meeting. Mr. Clark spoke briefly and received thanks and gratitude for his service from all present.

Executive Session – Personnel: CEO Annual Evaluation: At 8:55 a.m. Mr. Yadav made a motion to go into Executive Session to discuss Personnel matters regarding the annual evaluation of the CEO. The motion was seconded by Ms. Mitchell. The Board voted unanimously to go into executive session.

At 9:35 a.m. Mr. Yadav made the motion to return to regular session. It was seconded by Ms. Baldwin and unanimously approved by the Board to return to regular session. The Board returned to regular session at 9:35 a.m.

Adjourn: A motion was made by Mr. Burford, seconded by Ms. Mitchell, and approved unanimously to adjourn the meeting at 9:36 a.m., at which time the meeting was adjourned.

CAMDEN COUNTY JOINT DEVELOPMENT AUTHORITY

By: 
Chair

Date: 1/12/23

By: 
Secretary/Treasurer

Date: Jan 12, 2023