



General Membership Board Meeting

6:30 p.m. - Thursday, June 8, 2017

Second Floor Conference Room

233 Middle Street, New Bern, NC

Minutes

Executive Committee in Attendance:

Jay Bender	Ray McDonald
Roland Best	Pat Prescott
Bob Cavanaugh	Edward Riggs
Jesse Dowe	Arthur Robinson
Bennie Heath	Shane Turney

General Membership in Attendance:

John Lotspih	Russell Lanier
Elizabeth Sweeney	Carolyn Kenyon
Dominick Spadaro	Frank Tursi
Randy Mitchell	Michael Hunt
Richard Bowers	

ECC Staff in Attendance:

Mike Avery	Jenny Miller
Patrick Flanagan	Leighann Morgan
Leigh Anne Friesen	Andrea Reese
Judy Hills	David Rosado

Guest in Attendance:

Knox Proctor	Lou Cannon, RSM
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1. Welcome, Invocation, and Call to Order - *Shane Turney, President*

Shane Turney called the meeting to order at 6:35 p.m. and welcomed everyone to the meeting. Roland Best gave the invocation. Introductions around the table were made. Judy introduced David Rosado as the Human Services Director, Andi Reese as the Human Services Deputy Director and Mike Avery as a Community Planner working on the Hurricane Matthew Relief

2. Adopt Agenda - *Shane Turney, President*

Pat Prescott motioned to adopt Agenda, seconded by Roland Best, unanimously approved.

3. Consent Agenda - Shane Turney, President

Shane Turney called the Board's attention to the consent agenda, minutes and financial statements provided.

- a. General Membership Board Minutes—January 12, 2017
- b. Financial Statement

Roland Best motioned to approve Consent Agenda, seconded by Arthur Robinson, unanimously approved.

4. Public Hearing—ECC FY 17/18 Budget - Edward Riggs, Treasurer

Edward Riggs opened the public hearing for comments on the FY 17/18 Budget. Jenny Miller went over the details of the Budget and the changes from fiscal year 16/17 to fiscal year 17/18.

No public comment, Edward Riggs closed public hearing.

5. Budget and Audit Committee Report - Edward Riggs, Treasurer

Edward Riggs stated the Budget & Audit Committee met on Thursday, June 8th at 5:00 p.m.. The committee reviewed the check register, financial statements and the budget that were presented in the agenda packet and found them to be in order.

6. Audit Contract for FY 17/18 - Jenny Miller, Finance Director and Lou Cannon, RSM

Lou Cannon from RSM distributed the SF 114 letter to the Board. He stated the purpose of the audit and how the audits are carried out checking for compliance with the testing of samples and internal controls. He advised the Board of the relationship between the audit firm and the Board as well as their responsibilities. The preliminary audit is scheduled the last week in June and the final audit is scheduled the last week in September. He advised the Board if they had any questions, concerns or comments going into this audit to please contact him.

7. Finance—Budget Amendment - Edward Riggs, Treasurer and Jenny Miller, Finance Director

Jenny Miller requested approval of Budget Amendment 6 to increase budget by \$12,500 for the award of Pine Knoll Shores T/A project and a correction to Budget Amendment #1 match amount decrease of \$1,533.

Jay Bender motioned to approve Budget Amendment, seconded by Arthur Robinson, unanimously approved.

8. Approval of the ECC FY 17-18 Budget - Edward Riggs, Treasurer and Jenny Miller, Finance Director

No further questions or comments about the budget.

Jay motioned to approve FY 17/18 Budget, seconded by Roland Best, unanimously approved.

9. Executive Director Search Committee: Introduction of New Executive Director - Shane Turney, President

Shane Turney stated the Executive Director Search Committee was comprised of a member from each county and for 6 months they dwindled 27 candidates down to 4. The four candidates were interviewed with the committee and the department heads. Matt Livingston was selected as the most appropriate fit for the position. Shane introduced Matt Livingston and gave a brief background on him. Matt stated he was honored to be selected for the job and looks forward to seeing what the COG has to serve the region.

10. Approval of updating Banking Signature Cards - Jenny Miller, Finance Director

Jenny Miller stated with the preparation for the new Executive Director, the signature card with First Citizens Bank needs to be updated for permissions of new staff and the officers.

Arthur Robinson motioned to approve the resolution, seconded by Bennie Heath, unanimously approved.

11. Elections--Nominating Committee Presents Slate of Officers - Arthur Robinson, Chair

Nominating Committee Chair Arthur Robinson reported that the present committee unanimously agreed to the following slate of officers: Shane Turney – *President*; Jay Bender – *1st Vice President*; Bill Taylor – *2nd Vice President*; Edward Riggs – *Treasurer*. Dominick Spadaro moved to close the floor to nominations. There were no nomination from the floor.

Arthur Robinson motion to elect the slate of officers as presented, seconded by Ray McDonald, unanimously approved.

12. Installation of Officers - Judy Hills, Executive Director

The following Officers were sworn in by Executive Director Judy Hills: Shane Turney as President, Jay Bender as 1st Vice President, Bill Taylor as 2nd Vice President, and Edward Riggs as Treasurer. Judy Hills thanked the officers for their support.

13. Comprehensive Economic Development Strategy Status Report - Judy Hills, Executive Director

The EDA funds us for the planning grant and also funding Hurricane program as well, as a requirement of the funding the CEDS are required to be updated and we are at a point in the cycle where they have to be completely redone, there are new guidelines that will help guide us in the economic development in the region. The document is due September of 2017, Judy has been working on the document but has been having issues with public involvement; 55 people from the 1st survey and 24 people from the 2nd survey out of the 800 people contacted. Required to discuss the CEDS at every meeting, will always be on the agenda going forward. Judy is hoping to have a draft before she leaves at the end of the month. A General Membership Board Meeting will be held in September for the approval of the CEDS document.

14. 50th Anniversary Celebration—Saturday October 28, 2017 - Jenny Miller, Finance Director

Jenny Miller stated the annual network event will be a celebration of the 50th anniversary of ECC held at the Aquarium in Pine Knoll Shores. This will be a formal masquerade party. The Save the Date have been emailed out with the Agenda Packets and a Formal Invite will follow

in the mail. A block of rooms have been blocked off at the The Inn if anyone would like to stay the night.

15. Executive Director Farewell Address - Judy Hills, Executive Director

Shane gave a history of Judy Hills positions at ECC and the different titles, stating "We Wouldn't be where we are without her". Arthur Robinson thanked Judy for all her help with the Town of Hookerton. Michael Hunt thanked Judy for her help with his transition from Florida to North Carolina. Ray McDonald stated that out of the 49 years he's been on the board, it's the best he's ever seen it.

Judy thanked everyone for their comments and stated that there is a great group of department heads and team that helps make ECC the organization it is today. And with the new director, Matt Livingston, ECC will continue to grow and flourish and continue to serve the community.

16. Member Comments

Roland Best stated the executive committee search picked the best person to lead this organization.

17. Adjournment

Jay Bender motioned to adjourn meeting, seconded by Roland Best, meeting adjourned at 7:26 p.m.

Respectfully Submitted,



Shane Turney, President



Matthew Livingston, Executive Director