

MINUTES

8:00 AM • Wednesday, March 15, 2017

Harold W. McKinney Conference Center • Constitution Square Historic Site

1. **Welcome, Quorum Determination, Agenda Review:** Chairman Nelson called the meeting to order at 8:03 am. A quorum of the board was determined to be present. The agenda was reviewed, and no additions or changes were made. The following were in attendance:
 - A. Board: Nelson, Lassiter, Albright, Davenport, Gilbert, Knetsche, McKinney, McMann, Miles, Morgan, Perros, Poland, Sleet
 - B. Advisory Partners: Pat Boatwright, BLT; Mary Beth Touchstone, CAC
 - C. Staff: Kirchner, D. Wade, Fowler, Goode, N. Wade
 - D. Guests: Kyle Talente, RKG Associates; Steve Rinehart, Denyo; Denise Terry, City Commissioner; Rick Serres, City Commissioner; Nancy Davis, Developer; Niki Kinkade, GABBF; Tom Martin, EKU; Tom Ellis, Citizen; Keith Look, Danville Schools; Ben Kleppinger, Advocate-Messenger;

2. **Minutes & Financial Reports:**
 - A. Previous Meeting Minutes: The January 15, 2017 minutes were approved on motion by McKinney and seconded by Miles. The motion unanimously carried.
 - B. Financial Reports: The February 28, 2017 financial reports were approved on motion by McKinney and seconded by Miles. The motion unanimously carried.

3. **Organizational Action/Information**
 - A. Planning & Community Engagement
 - i. Economic Development Strategic Plan (EDSP):
 - a. Update on EDSP Process: Kyle Talente, RKG:
Kyle reported that the data analysis is complete. He will present the data to the city and county officials for their opinions and then the data can be finalized.
 - b. RKG Draft Economic Development Goals: Status.
Chairman Nelson reported that the goals have been finalized. Judge McKinney made a motion to approve the goals as printed. Gilbert seconded the motion and it unanimously carried.
 - c. Business Survey: Status.
Chairman Nelson announced that it is time to administer the survey. Survey Monkey will launch the survey this afternoon. The deadline for participation is March 30th.
 - B. Partner Initiatives:
 - i. SITE Selection magazine—2016 Danville Micropolitan Area ranking.
Lassiter announced that Danville tied for ninth place with seven projects. Danville includes Boyle and Lincoln counties.

- ii. Workforce Development—Update by Chamber Workforce Development Committee.
Steve Rinehart, Chairman, reported that 66% of the workforce for Boyle County travels into the county. Many companies experience difficulty in finding qualified applicants. The committee identified the following themes on why people cannot work: lack of childcare, transportation, inadequate ID, lack of soft skills, cannot pass drug test, have a criminal record, and poverty. Businesses are also concerned for the community's ability to compete effectively for new commercial and/or manufacturing businesses if the local labor pool cannot support the quantity and quality of job skills needed.
- iii. Constitution Square Endowment—Update by Judge McKinney.
Judge McKinney reported that the BCIF pledged \$50,000 to the Endowment Fund. The fund currently has \$210,000 and \$1 million is needed to care for the park. He asked that all partners review their budgets and consider making a thoughtful gift.

C. Governance & Administration:

- i. Board Expectations: Review recent Advocate-Messenger article/interview with Chairman Nelson.
Chairman Nelson explained that his expectations from the board members are responsiveness and respect.
 - ii. FY 2017-18 Budget Preparation: Review submission to Danville City Commission on March 3
Lassiter reported that the 2017-18 budget application was submitted to the City of Danville as a continuation budget. The final budget will be submitted after the Strategic Plan is completed.
 - iii. Staffing—Update on EDP President/CEO's Leadership Development Plan recent status review; other staffing matters.
Chairman Nelson reported that a performance evaluation is done bi-annually and reviewed annually on EDP President Lassiter. Lassiter has successfully completed three Leadership Development Plans.
4. **EDP Reports:** President/CEO; Chief Communications Officer (*written reports provided in board packet*)
Lassiter reported on his visit to Japan on March 3-11, 2017.
 5. **Partner Reports:** Local Governments; Economic Development Organizations (*written reports in packet*)
Written reports are attached to these minutes and incorporated by reference.
 6. **Advisory Partner Reports:** Community Sectors; Chairman's Circle Platinum Partners (*as time allows*)
Written reports are attached to these minutes and incorporated by reference.
 7. **Next Meeting:** 8:00 AM, April 19, 2017, McKinney Conference Center
(NOTE: The meeting has been rescheduled to April 20, 2017 at 10:00 am in the Community Arts Center.)
 8. **Adjournment:** The meeting adjourned at 9:43 a.m.