



MINUTES

Board of Directors Special Meeting
**Development Authority Conference Room
and via Zoom Meeting**
July 6, 2023, at 9:30 a.m.

Abe Ashton, President

Amy Orndoff, Vice President

Montie Hicks, Secretary

Brad Close, Treasurer

Kevin Knowles

Doug Long

PJ Orsini

Hunter Wilson

ABSENT: Brandon Smith, Margie Bartles, Mary Sue Catlett, Eddie Gochenour, Helen Harris, Jason Barrett

OTHER ATTENDEES: Jennifer Smith, Executive Director; Krista Hoffman, Associate Executive Director, Leslie Gantt, Economic Development Coordinator; Candace Dalton, Office Administrator.

GUESTS: Kenneth Barton, Legal Counsel, Steptoe & Johnson. Mike Bush, Property Management, First Management Group.

- I. Call to Order - President Ashton called the meeting to order at 9:33 a.m.
- II. Determination of Members Present and Existence of a Quorum - President Ashton reported that a quorum was present.
- III. Proof and Filing by Secretary of Notice of Meeting – President Ashton confirmed the meeting agenda was posted to the public on Thursday, June 29, 2023.
- IV. 400 Foxcroft Building Fire Alarm Panel Upgrade

Ms. Smith noted that the current fire panel box at the 400 Foxcroft Ave. building is unable to handle the load created by new tenant improvements. A new fire panel box is needed for the tenant to receive a use and occupancy permit.

Mr. Knowles made a motion to approve the spending of up to \$14,135.77 to update the fire panel box for the 400 Foxcroft Ave. building. Seconded by Mr. Wilson. Motion approved.

- V. Adjournment – There being no further business, the meeting was adjourned at 9:46 a.m.

Respectfully submitted,

Montie Hicks
Secretary

Abraham Ashton
President