

Industrial Development Board

Madison Municipal Building - Conference Room 130

January 6, 2014 Regular Meeting - Minutes

Chairman Thorpe called the meeting to order at 4:30 p.m.

I. Roll Call:

- a. **Board Members Present:** Chairman Taron Thorpe, Vice Chair Jerry Jennings, Secretary/Treasurer David Cochran, Ron Klein, Chuck Makarov and Bobby DeNeeffe.
- b. **Additional Attendees:** Council Liaison Mike Potter; Chamber Liaison Beth Martin; Amy Bell, Director, Planning & Economic Development; Gina Romine, Recording Secretary and Assistant Planner.

II. Minutes from Regular Meetings

- a. Minutes from the December 2, 2013 Regular Meeting. Mr. DeNeeffe moved to approve the minutes as written. Mr. Makarov seconded the motion. The vote was unanimous in favor. **Motion carried.**

III. Financial Report

- a. Secretary/Treasurer Cochran presented the financial report to the Board and provided the 2013 year-end financial statement. Secretary/Treasurer Cochran stated that Chuck Brand would be preparing the paperwork in order to obtain a tax identification number. Properties in the Board's name were also discussed along with the purchase options in dollar amounts. Mr. DeNeeffe suggested going back one year and moving forward with the financials. Mr. Klein moved to approve the financial report as presented. Mr. DeNeeffe seconded the motion. The vote was unanimous in favor. **Motion carried.**

IV. New Business

- a. **Election of Officers** – Mr. DeNeeffe moved to reelect the same officers for 2014 being Taron Thorpe – Chairman, Jerry Jennings – Vice-Chairman and David Cochran – Secretary/Treasurer. Mr. Makarov seconded the motion. The vote was unanimous in favor. **Motion carried.** Mr. Makarov moved to approve the slate of officers as presented. Mr. DeNeeffe seconded the motion. The vote was unanimous in favor. **Motion carried.**
- b. **Adoption of Rules and Procedures** – The Board discussed the following changes to the proposed *Rules and Procedures*:
 - Section 3 – Quorum: The Board would like a quorum to require 4 members so that there are no less than a minimum of 3 votes on any matter (including if there is an abstention).
 - Section 3 – Quorum: The Board would like to add that 1 of the 4 members of the quorum be an officer of the Board.
 - Section IV (B) – Absence of Officer: The order of succession should be included as Vice Chairman, Secretary/Treasurer, and then the members will select who will preside over the meeting.
 - Section V (A) – Agenda: The Board would like to add that the agenda will be posted no later than 3 business days prior to the meeting.

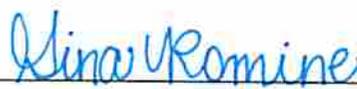
- Section V (C) – Public Comment: The Board would like to limit public comment to 5 minutes each.
- Section VII (D) – Majority Vote: The Board would like to add the requirement that 3 members of the Board must have affirmative votes.
- The Board also asked for clarification on removal of members from the Board.

With no further discussion or proposed amendments the Board decided to revisit the revisions to the *Rules and Procedures* for adoption at the February meeting.

- Industrial Development Update** – Director Bell provided an update on Matsumoto, Intergraph & Intergraph Campus Redevelopment. The Board discussed potential strategies for assisting with development of the Intergraph campus.
- Marketing Pieces Design Review** – Director Bell provided an overview of the brand message. Director Bell stated that she proposed 2 of the 6 direct mail postcards printed and be mailed in January/ February and March and have accordion business cards printed. The direct mail postcards will cost approximately \$2,000 plus the cost of labeling and postage. Director Bell stated that postage could be paid for out of the Planning Department budget. The approximate cost of the accordion business cards is \$1,675. Mr. Makarov stated that the expense seems very costly. Mr. DeNeefe moved to approve the purchase of the accordion business cards, 2 postcards and owning the copyright with an amount not to exceed \$4,000.00 and for the Planning Department to pay for the postage of the postcards. Vice-Chairman Jennings seconded the motion. The vote was unanimous in favor. **Motion carried.**
- Events** – NAITA Annual Meeting – February 7, 2014. The Board discussed that they did not feel a great benefit from attending this event and decided to forego the event this year. The Board asked Ms. Romine to look into information regarding NADA events and membership. SEDC Meet the Consultants – The Board discussed the attendance of Chairman Thorpe at the event in Dallas. Vice-Chairman Jennings moved to approve airfare, room, registration and reasonable expenses for Chairman Thorpe to attend the SEDC Meet the Consultants event in Dallas, TX. Mr. DeNeefe seconded the motion. The vote was unanimous in favor. **Motion carried.**

V. Adjournment – There being no further business before the Board. The meeting adjourned at 6:00 p.m.


 Taron Thorpe, Chairman
 City of Madison Industrial Board


 Attest: Gina Romine