



LEE COUNTY INDUSTRIAL DEVELOPMENT AUTHORITY
September 11, 2019

Members Present: David Barton, Ed Bolter, Doug Gyure, Tom Hoolihan, Wayne Kirkwood, Gail Markham, Robbie Roepstorff

Members Absent: none

Staff Present: From Lee Co EDO: John Talmage, Nancy Collura, Warren Baucom; Miesha Hewitt, IDA counsel

- I. **CALL TO ORDER** – Wayne Kirkwood called the meeting to order at 8:04 a.m., and noted a quorum was present.
- II. **APPROVAL OF MINUTES** - A motion to approve the June 28, 2019 IDA meeting minutes was made by Ed, seconded by David, and unanimously approved.
- III. **TREASURER’S REPORT** – Tom gave the report. A motion to approve the financials was made by Ed, seconded by Gail, and unanimously approved.
- IV. **NEW BUSINESS** -
 - a. The proposed budget for the new year had been provided in advance of the meeting. Wayne pointed out that the draft included additional funds for Horizon Foundation support since an increase had been approved for Dilman Thomas and a new line item for bookkeeping services has been added. Robbie mentioned that the Shell Point bond fee was received last month and that will be reflected in the updated financials. Ed moved and Doug seconded that the budget be approved as presented and the motion passed unanimously.
 - b. The new year’s meeting calendar had been provided in advance of the meeting. John pointed out that we’re recommending that 2020 dates be scheduled for 10am on the second Friday of each month, directly following the Horizon Council Executive Committee and Horizon Foundation meetings; Robbie commented that this will actually work better than scheduling after the Horizon Council meetings, and the moved that this calendar be adopted; Ed seconded and the motion passed unanimously.
 - c. Knott-Ebelini-Hart invoices were presented for approval; Gail moved and Ed seconded that they be paid and the motion passed unanimously.
 - d. Sharon Brotherton from Shabro Office Solutions was introduced as the new bookkeeper for the IDA.
- V. **OLD BUSINESS** – none.
- VI. **ECONOMIC DEVELOPMENT DIRECTOR COMMENTS** – John said that IMAG is finishing up their grant application (expected to be \$150,000) so they will be bringing it to a future meeting. Robbie said that she hoped that the funding will be performance-based and provided over a period of time. John also mentioned that a couple of housekeeping details will be addressed – per the bylaws, an updated interlocal agreement should be completed annually, but it has not been completed since 2015, so he’s working on that. He mentioned that the new county commissioner will be invited to attend the next Horizon Council Executive Committee meeting in order to get acquainted with everyone. John also reminded everyone of our upcoming celebration of our business community and investors at the Industry Appreciation Awards on October 25th.

- VII. ADDITIONAL COMMENTS** – Wayne thanked the other members and David for a successful year and commended them for the good moves they made, especially placing a member on the Horizon Council Executive Committee and hiring the bookkeeper. Robbie said that she’s been pleased to represent IDA on HCEX; Ed suggested that a regular item ‘IDA rep’s report’ be added to the IDA meeting agendas. Wayne commented that bylaws are being reviewed and the independent contractor’s agreement has been added. Robbie mentioned that the Horizon Council is honing in on membership to help ensure that active members attend and carry information back to their respective organizations. John said that task forces were allowed to lapse and all are going to be retooled; at-large members are all going to be asked to participate in the task forces moving forward. Wayne also commented that the President’s Circle is being returned to what it once was – a premiere event to recognize donor support, focus, and recognition. Robbie commented that the President’s Circle was originally formed to get CEOs involved and heard when their regular scheduled didn’t always allow for their attendance at the monthly meetings. Ed added that at-large members were added so that larger organizations also have a voice. Wayne mentioned that one past President’s Circle event was structured as a round table so CEOs had a platform to speak up and share ideas. John said that we’re really trying to plan ahead for quality speakers at our meetings and events and how best to keep the BOCC engaged.
- VIII.** Miesha conducted a brief swearing-in ceremony for the new board:
Chair, David Barton; Vice Chair, Ed Bolter; Secretary, Tom Hoolihan; Treasurer, Gail Markham; Assistant Secretaries, Doug Gyure and Robbie Roepstorff; Member, Wayne Kirkwood.
- Next year’s officer rotation schedule was provided for information:
Chair, Ed Bolter; Vice Chair, Tom Hoolihan; Secretary, Gail Markham; Treasurer, Doug Gyure; Assistant Secretaries, Robbie Roepstorff and Wayne Kirkwood; Member, David Barton.
- IX. ADJOURN** - With no further business, a motion to adjourn was made by Wayne, seconded by Ed, and unanimously approved. The meeting was adjourned at 8:35 a.m.

Next Industrial Development Authority Meeting:

October 25, 2019 – 10:00 a.m.
Lee County Administration East Building
2201 2nd Street, Suite 500
Fort Myers, FL 33901
(239) 533-6800