

**Lee County Industrial Development Authority
Board Meeting Minutes
The Collaboratory, 2031 Jackson Street
December 15, 2022**

I. CALL TO ORDER

The regular meeting of the Lee County Industrial Development Authority was called to order at 10:02am on December 15, 2022 by Gail Markham, Board Chair, and determined that a quorum was present.

Members Present

Gail Markham

Ed Bolter

Wayne Kirkwood

Robbie Roepstorff

Tom Hoolihan

Guests Present

Angela Fisher, Scott Fischer and Jeff Fusco for Junior Achievement of SWFL, Inc.

Tessa LeSage for FutureMakers Coalition

Staff Present

IDA Counsel Thomas B. Hart

Jolene Tarleton

Sharon Brotherton

II. APPROVAL OF MINUTES – Wayne Kirkwood made a motion to approve the minutes of the Annual Meeting on September 7, 2022; seconded by Ed Bolter, and unanimously approved.

III. GUEST PRESENTATION – Junior Achievement of SWFL, Inc.’s representatives provided the results of the 1st year and asked to continue funding for the second year of their grant agreement. Ed Bolter made a motion to fund the second of three payments for the JA Inspire program; seconded by Wayne Kirkwood, and unanimously approved.

IV. RESOLUTION TO AMEND 2016 SHELL POINT BOND DOCUMENTS – Chris Traber presented the Board with amended bond documents resulting from the end of the requirement to use LIBOR (London Interbank Offered Rate) as a reference index. Wayne Kirkwood made a motion to approve the amendment of and provide authorization for its execution and amendment of any other related closing documents; seconded by Ed Bolter, and unanimously approved.

V. TREASURER’S REPORT

Wayne Kirkwood presented the financial reports for the fiscal year ending September 30, 2022. Tom Hoolihan made a motion to accept the financial reports as presented; seconded by Ed Bolter, and unanimously approved.

Wayne Kirkwood presented the financial reports for the months ending October 31 and November 30, 2022. Wayne Kirkwood made a motion to accept the financial reports as presented; seconded by Ed Bolter, and unanimously approved.

Wayne Kirkwood made a motion to transfer \$300,000 from Edison Money Market funds to Operating funds; seconded by Ed Bolter, and unanimously approved.

Wayne Kirkwood made a motion authorizing Robbie Roepstorff and her team to shop CD rates at rollover in the coming year; seconded by Gail Markham, and unanimously approved.

VI. HORIZON COUNCIL REPRT

Robbie Roepstorff reported to the IDA membership that there had been two meetings since the IDA last met: September 14 and December 13, 2022. The 2023 calendar has been set. The Industry Appreciation Awards has been rescheduled for February 10, 2023 at the Luminary. The Annual Meeting will now be held on February 28, 2023 at Broadway Palm.

VII. OLD BUSINESS

- a. Chris Traber led a discussion regarding Revenue Generation Strategies for the IDA. We need to continue to keep a good relationship with the EDO. Attorney Hart agreed to send a message to the EDO and invite John Talmage to the January 26, 2023 meeting.
- b. Ed Bolter made a motion to discontinue the Vocal Minds website maintenance agreement for this new fiscal year; seconded by Wayne Kirkwood, and unanimously approved.
- c. The IDA has given away a lot of money recently? What are the procedures? Attorney Hart provided comment and pointed to the statutes. Chapter 159 of the statutes covers what we can do. All programs that have been funded meet statutory requirements.
- d. There is a conflict in the 2023 schedule for February and March 2023. Wayne Kirkwood made a motion to cancel the February meeting and have the March 15, 2023, meeting at Markham Norton Mosteller Wright & Company's headquarters; seconded by Tom Hoolihan, and unanimously approved.

VIII. LEGAL COUNSEL COMMENTS

IDA Counsel, T. Hart, presented a revised grant agreement for Lee Technical Schools Grant previously approved. Tessa LeSage provided commentary and agreement with the terms as presented. The document is approved for signatures.

IX. NEW BUSINESS

Matt Price has agreed to accept the nomination for appointment to the vacant IDA Member seat. Gail Markham will meet with Commissioner Pendergrass to determine next steps.

X. ADJOURNMENT

With there being no further business, the meeting was adjourned at 11:30am by Gail Markham, Board Chair.

**Next IDA Board of Directors Meeting January 26, 2023
The Collaboratory, 2031 Jackson Street**