



117 Putnam Drive ♦ Eatonton, GA 31024 ♦ Tel: 706-485-1884
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Minutes

Monday, January 8, 2018 ♦ 9:00 AM

Putnam County Administration Building – Room 204

The Putnam Development Authority met on Monday, January 8, 2018 at approximately 9:00 AM in the Putnam County Administration Building, 117 Putnam Drive, Room 204, Eatonton, Georgia

PRESENT

Chairman Bill Sharp (elected during the meeting)
Member Patty Burns
Member Joshua Daniel (via telephone)
Member Eugene Smith
Member Ed Waggoner

OTHERS PRESENT

Attorney Kevin Brown
Economic Development Director Terry Schwindler
County Clerk Lynn Butterworth

Opening

1. Call to Order

Vice-Chairman Sharp called the meeting to order at approximately 9:00 a.m. He introduced guests: Carolyn Dallas, Field Representative from Congressman Jody Hice's office and Matt Forshee with Georgia Power's Community & Economic Development office – he has replaced Jim Lovett. He also welcomed new PDA member Patty Burns.

Minutes

2. Approval of Minutes – December 11, 2017

Motion made by Member Smith, seconded by Member Waggoner, to approve the December 11, 2017 minutes. Motion carried with Members Burns, Daniel, Sharp, Smith and Waggoner voting yes.

Financials

3. Approval of Financials
 - a. November 2017
 - b. December 2017

Motion made by Member Waggoner, seconded by Member Smith, to approve the November 2017 Financials. Motion carried with Members Burns, Daniel, Sharp, Smith, and Waggoner voting yes. (Copy of financials made a part of the minutes.)

Motion made by Member Smith, seconded by Member Waggoner, to approve the December 2017 Financials. Motion carried with Members Burns, Daniel, Sharp, Smith, and Waggoner voting yes. (Copy of financials made a part of the minutes.)

Regular Business

4. Welcome new PDA board member Patty Burns

Vice Chairman Sharp introduced new PDA board member Patty Burns. No action taken.

5. Welcome new Georgia Power Economic Development Regional Project Manager Matt Forshee

Vice Chairman Sharp introduced Matt Forshee with Georgia Power's Community & Economic Development office. No action taken.

6. New officer election

Member Smith, seconded by Member Daniel, nominated Bill Sharp for Chairman of the PDA. Attorney Brown called the question. Members Burns, Daniel, Smith, and Waggoner voted yes. Member Sharp abstained.

Member Smith, seconded by Member Daniel, nominated Ed Waggoner for Vice-Chairman of the PDA. Chairman Sharp called the question. Members Burns, Daniel, and Smith voted yes. Member Waggoner abstained.

Member Smith, seconded by Member Waggoner, nominated Joshua Daniel for Secretary/Treasurer of the PDA. Chairman Sharp called the question. Members Burns, Smith, and Waggoner voted yes. Member Daniel abstained.

7. Discuss trip to the Georgia Department of Economic Development on January 11th
EDD Schwindler advised that everything was set up with Candace Scott of the Georgia Department of Economic Development office and went over the tentative agenda. Chairman Sharp requested a more detailed agenda, including financing under the Film topic. No action taken. (Copy of agenda made a part of the minutes.)

Reports

8. Economic Development Director Report - January 2018

EDD Schwindler reported the following: (copy of report made a part of the minutes)

- Website visitor sessions and pages viewed per session
- Website analytics
- Project status - 2 projects added
- Projects by Industry - 2 Commercial/Retail
- Project source – 1 local referral, 1 direct
- Company located – 44 Draft House Growler Bar
- Company located – The Music Store
- Company update – Cuco’s Mexican Restaurant
- Business & Industry contacts - 17 MTD, 267 YTD
- Social media - 258 likes on Facebook, 43 followers on LinkedIn
- Events attended and upcoming events
- Interfor Hiring Expo – January 17, 2018
- UFP Job Fair – January 23, 2018

Other Business

Member Waggoner requested additional information on some of the trip reports, provided by EDD Schwindler, which report difficulty with employee retention. EDD Schwindler explained it was a recurring problem that nobody really wants to work. She also advised that a basic skills course at CGTC was organized but no one signed up to attend. They will try again in late February.

Chairman Sharp inquired about doing a Lunch and Learn to explain what is available at Putnam County High School and talking about what local businesses are needing regarding employees.

Chairman Sharp also commented on a recent document put out by EDD Schwindler which highlighted PDA accomplishments for 2017. He requested that it be promoted on a broader scale. EDD Schwindler advised that she will put it on the website and Facebook page.

Closing

9. Adjournment

**Motion made by Member Waggoner, seconded by Member Smith, to adjourn the meeting.
Motion carried by Members Burns, Daniel, Smith, and Waggoner.**

Meeting adjourned at approximately 9:43 a.m.

ATTEST:

Lynn Butterworth
County Clerk

Bill Sharp
Chairman