



Board of Directors Meeting Summary

Wednesday, October 11, 2023

Indian River State College – Chastain Campus – 2400 SE Salerno Rd, Stuart, FL 34997

Present: Eric Kiehn, Marshall Critchfield, Councilman Carmine Dipaolo, Patrick Gleason, Dr. Terri Graham, Reed Hartman, Mayor Troy McDonald, Susan Rabinowitz, Dan Romence, Ron Rose, David Rosendahl, Thomas Weber, Ed Weinberg

Absent: David Snyder

Counsel: Ken Norman, Esq.

Staff: Joan K. Goodrich, Ike, Crumpler, Lynn Smith, Inez van Ravenzwaaij

1. **Call to Order Pledge of Allegiance:** Eric Kiehn, President of the Board, called the meeting to order at 8:35 am, followed by the Pledge of Allegiance and Board Director self-introductions. A quorum was established.
2. **Public Comments:** Bill West requested the current BDB budget needs reviewing with strategic changes as necessary.
3. **Partner Comments:** Mary Murphy, CareerSource Research Coast updated the board of the August 2023 unemployment rate in Martin County was 3.2% the lowest of the tri county area but exceeding the state of 2.7%. The fastest employment growth was in the healthcare and education sectors.
4. **Approval of September 13, 2023, Minutes:** Troy McDonald moved approval of the September 13, 2023, meeting minutes as presented. Seconded by Marshall Critchfield. Approved 13-0.
5. **Approval of August 2023 Financials:** Joan K. Goodrich presented the August 2023, financials and noted BDB cash balances totaled \$359,320.35 including the Board's Reserve Account of \$59,615.94. Ms. Goodrich noted the Q4 report will be sent to the County this week and RFPs for auditor services are in process. Ron Rose moved to accept the August 2023 financials as presented. Seconded by Tom Weber. Approved 13-0.
6. **Recognition and Thank You to Outgoing President Eric Kiehn:** Incoming President of the Board Susan Rabinowitz and Joan K. Goodrich thanked outgoing President of the Board, Eric Kiehn for his extraordinary leadership, service and dedication to the Executive Committee. Eric will continue to serve on the Board during FY 2024.
7. **Annual Sunshine Laws Training:** Ken Norman provided a handout and reminded the Board of relevant points of the Florida Sunshine Law and Public Records Act per the BDB's contract with the Board of County Commissioners and as a "sunshine" board. Additionally, he invited as Board members to make inquiries to him with their clarifying questions.
 - FL Sunshine Law:
 - a. Meetings must be open to the public
 - b. Reasonable notice of meetings must be given
 - c. Minutes of meetings must be taken and promptly recorded
 - d. Votes must be cast and recorded
 - e. Ex-officio members are subject to the Sunshine Laws
 - f. Does not apply to staff
 - g. No exemption for meetings to discuss confidential information



- Public Records Act:
 - a. General rule – all records of a public agency are public documents either paper or electronic
 - b. Applies to all items in draft form
 - c. Personal notes, not intended to communicate, formalize, or perpetuate information
 - d. Personal emails are not public records
 - e. Saved voice mails are public record
 - f. Management of records for efficient response to public record request and electronic copies
 - g. Document retention policy applies

8. **The Top 5 (Economic Development Prospects):** Joan K. Goodrich presented the top five economic development prospects: Project Lucia; Project Hauser; Project Sunshine-Snowflake, Project Strider and Project Sky which together if realized would bring 316 jobs; 450K square footage impact and 180M of CapEx investment to Martin County.

9. **The BIG REVEAL: 2023 Martin County Business Award Winners:** Inez van Ravenzwaaij, Programs and Partnerships announced the 2023 Martin County Business Award winners:

Winner Honor Roll

<div style="background-color: #002060; color: white; padding: 5px; margin-bottom: 10px;"> BUSINESS OF THE YEAR </div> <div style="text-align: left; padding-left: 20px;"> International Training Brian Carney President CEO </div>	<div style="background-color: #800040; color: white; padding: 5px; margin-bottom: 10px;"> MANUFACTURER OF THE YEAR </div> <div style="text-align: left; padding-left: 20px;"> Pace Machine & Tool Monica <u>Dirr</u> Owner President </div>	<div style="background-color: #002060; color: white; padding: 5px; margin-bottom: 10px;"> ENTREPRENEUR OF THE YEAR </div> <div style="text-align: left; padding-left: 20px;"> Eddie Kolos H2Ocean CEO Inventor </div>		
<div style="background-color: #800040; color: white; padding: 5px; margin-bottom: 10px;"> COMPANY TO WATCH </div> <div style="text-align: left; padding-left: 20px;"> ADDITEC Brian Matthews Founder CEO </div>	<div style="background-color: #002060; color: white; padding: 5px; margin-bottom: 10px;"> NEWCOMER OF THE YEAR </div> <div style="text-align: left; padding-left: 20px;"> Containing Luxury Daniel Collins CEO </div>	<div style="background-color: #800040; color: white; padding: 5px; margin-bottom: 10px;"> YOUTH ENTREPRENEUR OF THE YEAR </div> <div style="text-align: left; padding-left: 20px;"> Jaxon McIntyre & Matthew Elder J&M Window Cleaning Services Co-founders </div>	<div style="background-color: #002060; color: white; padding: 5px; margin-bottom: 10px;"> HEADQUARTERS OF THE YEAR </div> <div style="text-align: left; padding-left: 20px;"> Awareness Technologies Mary Freeman Founder President </div>	<div style="background-color: #800040; color: white; padding: 5px; margin-bottom: 10px;"> NON-PROFIT OF THE YEAR </div> <div style="text-align: left; padding-left: 20px;"> Police Athletic League of Martin County Noel <u>DelValle</u> Executive Director </div>

10. **Director Comments | General Announcements | Requests:** It was suggested to create a pool of interested Directors moving forward as there is a leadership void for those who have an interest in serving on the Executive Committee. A reminder to BDB staff to include all Executive Committee meeting minutes in the board packets. Mayor Troy McDonald announced the City's 5-0 vote in support of the BDB's Grants & Aids Agreement for FY 2024 and the proposed Brightline station on the Treasure Coast to be built within 5 years. Dr. Terri Graham announced how IRSC can work to bring customized training to our local workforce and the general community. Additionally, Dr. Graham shared that she is excited to learn more about Martin County and how she can become an integral part of the community and meet local leaders.

Executive Director Performance Review Committee: Eric Kiehn, FY 2023 President of the Board announced the Directors for the annual Executive Director Performance Review Committee are himself, Susan Rabinowitz, Mayor Troy McDonald, and David Synder. Mr. Kiehn requested one more Director is needed for the committee and Ron Rose volunteered for the role. This meeting will be noticed with the County once a mutual date and time is agreed upon.

11. **Adjournment:** There being no further business, the meeting was adjourned at 9:50 am.