

Executive Committee Board Meeting

6:00 p.m. - Thursday, May 14, 2020

Zoom Meeting

<https://zoom.us/j/99045381168?pwd=ZHQ4U3RlZlJlOckl3MU55akE2anphQT09>

Minutes

Executive Committee Members in Attendance

Frank Emory, Jones County Commissioner
Pat Prescott, Pamlico County Commissioner
Jay Bender, President, Town of Pollockville
Mayor
Shane Turney, Treasurer, Town of Trent Woods
Commissioner
Bill Taylor, 1st Vice President, Morehead City
Commissioner
Ed Riggs, 2nd Vice President, Town of Alliance
Representative

Arthur Robinson, Hookerton Town
Commissioner
Jim Kohr, City of Havelock Commissioner
E.T. Mitchell, Craven County Commissioner
Jesse Dowe, Duplin County Commissioner
Roland Best, Lenoir County Commissioner
Steven Wiggins, Mount Olive Commissioner
Bennie Heath, Greene County Commissioner
Johnnie Ray Kinsey, City of New Bern Alderman

ECC Members in Attendance

Katie Bordeaux, Executive Director
Jenny Miller, Finance Director
Leighann Morgan, Deputy Finance Director

Guest in Attendance

Jill Quattlebaum, Attorney, Sumrell Sugg

1. **Welcome, Invocation, and Call to Order** - President Bender called the meeting to order at 6:10 p.m. Commissioner Robinson offered the invocation.
2. **Adopt Agenda** - *Jay Bender, President*
President Bender asked to amend the proposed agenda by removing item number 8. *Commissioner Dowe motioned to approve the amended agenda, seconded by Commissioner Prescott, and motion carried unanimously.*
3. **Consent Agenda** – *Jay Bender, President*
 - a. Executive Committee Board Minutes—March 12, 2020
 - b. Financial Statement

Commissioner Mitchell motioned to approve the consent agenda, seconded by Commissioner Emory, and motion carried unanimously.

4. Budget & Audit Committee Report – Shane Turney, Treasurer

Treasurer Turney reported the Budget & Audit met at 5:00 p.m. to review the check register, financials, the proposed budget, and a change to the budget schedule. A public comment period will be scheduled for June 4th by zoom meeting before the General Membership Meeting on June 11th.

5. Budget Presentation – Jenny Miller, Finance Director

Finance Director Miller presented a balanced budget at 5:00 p.m. to the Budget & Audit Committee prior to the Executive Committee Board Meeting. The Budget & Audit Committee recommended to take out the 3% cost of living adjustment.

6. Executive Director's Report – Katie Bordeaux, Executive Director

Executive Director Bordeaux gave a report on the various projects that ECC has completed and are currently working on. The following are the projects:

- Administering EDA Nursing Grant for James Sprunt Community College
- The Town of Trent Woods Police Chief Search
- The Town of Trent Woods Permits (20 permits have been issued in 2020)
- The Town of North Topsail Town Manager Search
- Economic Development reports and narratives
- Parks and Recreation Trust Fund grant submission for the Town of Pollocksville
- Parks and Recreation Master Plan for the Town of LaGrange
- 205J grant storm water map and brochure to the Town of Bridgeton
- 205J grant for water shed restoration for the Town of Atlantic Beach

7. Member Comments

Discussion on to hold off on revenue funds training until the board can meet in person was discussed.

Alderman Kinsey suggested to have a test meeting before the next meeting to ensure capabilities can be met. President Bender stated Deputy Finance Director Morgan offered a class.

Commissioner Mitchel asked for more information on the construction of Thurman Road to Havelock.



Eastern Carolina Council

8. Adjournment

Commissioner Taylor motioned to adjourn the meeting.

Respectfully,

A handwritten signature in black ink, appearing to read 'Jay Bender', is written over a horizontal line.

Jay Bender, President

A handwritten signature in black ink, appearing to read 'Katie S. Bordeaux', is written over a horizontal line.

Katie Bordeaux, Executive Director