

**Waynesboro Economic Development Authority
Minutes of the Regular Meeting
Friday, June 14, 2024**

Members Present: Ms. Brenda Arkward
Mr. Chris Ornelas
Mr. George Reed
Ms. Kelly Maggi
Mr. Mark Snyder
Ms. Tami Radecke
Ms. Chanda McGuffin

Others Present: Mr. Greg Hitchin- Director of Economic Development & Tourism
Ms. Stephanie Duffy- Project Manager, Economic Development & Tourism
Ms. Emily Tomlin- Administrative Assistant, Economic Development & Tourism

Welcome

Mr. Reed called the meeting to order at 8:00 AM and thanked everyone for joining.

Adopt Updated Agenda

Since the agenda provided was different than the one sent in advance, the Chairman asked for a motion to adopt the updated agenda provided. Ms. Radecke made a motion to adopt the updated agenda. The motion was seconded by Ms. Maggi and passed by unanimous vote.

Approval of Minutes

There being no changes to the minutes presented from the regular meeting on May 10, 2024, Mr. Ornelas made a motion to approve the minutes as written. The motion was seconded by Ms. Arkward and passed by unanimous vote.

Financial Report

Mr. Hitchin reported on the financials for May. A dashboard was provided, showing details of the debit card transactions totaling \$484.44, and a final resolution was received regarding the Sweet Nana Cakes credit card error with a deposit of \$1,039.75. There were seven checks totaling \$23,967.54 to approve, seven from budgeted/restricted accounts totaling \$23,416.54: Industrial Park Development, \$5,875; Grow Waynesboro Main & Wayne, 1,417.23; Resurgence Grant 2, \$15,757.65; and Grow Waynesboro/Community Navigator, \$366.66. Additionally, there was one check for the annual board insurance payment of \$551. Ms. Radecke made a motion to approve the financial report and checks as presented. The motion was seconded by Mr. Ornelas and passed by unanimous vote.

Committee Reports

Audit: Ms. Maggi received the bank statements for June and signed off on the reconciliations.

Industrial Properties: Mr. Hitchin provided an update on the Northrup Gruman Building. Great progress is being made in the construction of the building.

Correspondence and Communication of the Chairman

The next regular EDA meeting is scheduled for July 12, 2024.

There being no other business to discuss, the meeting was adjourned at 8:23 AM.

Respectfully submitted 8/9/24

Emily Tomlin
Emily Tomlin
Acting Recording Secretary

Certified as approved 8/9/24

Gregory E. Hitchin
Gregory E. Hitchin
Secretary/Treasurer