

# ECONOMIC DEVELOPMENT ADVISORY BOARD

May 22, 2015

Hampton Inn  
Chapel Hill, NC 27514

## MINUTES

**Present:** Delores Bailey, D.R. Bryan, Lori Eichel, Jim Kitchen, Ron Keizer, Mark O'Neal, Nicholas Thomas and Paige Zinn

**Orange County Staff:** Steve Brantley, Yvonne Scarlett, Amanda Garner, Mike Ortosky, Tina Love

### Call to Order

D.R. Bryan (Chair) called the meeting to order and welcomed new Board Member Paige Zinn.

### Approval of January 12, 2015 minutes

MOTION by Delores Bailey to approve minutes: seconded by Mark O'Neal. Minutes were approved unanimously.

### New Business

- Business Investment Grant Program Committee appointments – D.R. Bryan  
Members: Mark O'Neal, Paige Zinn, Delores Bailey, Jim Kitchen, D.R. Bryan  
Alternates: Lori Eichel and Nick Thomas
- Orange County Small Business Loan Program – D.R. Bryan
  - Appointment from Economic Development Advisory Board  
Lori Eichel

**A motion was made by D.R. Bryan to formally appoint the members to serve on the Business Grant Subcommittee and Loan Committee; seconded by Jim Kitchen - Unanimous**

- Agriculture Economic Development Plan presentation – Mike Ortosky  
Mike Ortosky gave an overview on his plan for agriculture economic development

### Old Business

- Status of Agriculture Grant Program – Mike Ortosky
  - First meeting will be in June 2015 to organize to be followed up with a second meeting within 30 days
- Grant Program Guidelines Modifications
  - Quarterly deadlines to be added June 30, Sept 30, Dec 31, March 31
  - Personal financial statements not required

**A motion was made by Jim Kitchen to relax the requirement of personal financial statement for business grants, seconded by Ron Keizer – Unanimous**

- Mentoring for small business grants changed to one session lasting one hour

- Relax the language regarding mentoring for large business. As a condition of receiving this grant you may be asked by the committee to receive an hour of mentoring services each month up to three months after receiving the grant
- Division of required mentoring for grants from 1,001 – 5,000 dollars and 5,001 – 10,000 dollars for length of mentoring was discussed.

*(consensus was to decide on a case by case whether or not mentoring would be required – no vote taken)*

**Director's Report** - Steve Brantley

- Personnel Update
- Projects Update
  - Some increase in inquiries regarding new retail business
  - New Sheetz to go into Hillsborough
  - New nationwide restaurant coming to Hillsborough
  - Possible new microbrewery and restaurant not of Hillsborough
  - New existing business may be moving into the Southern Seasons warehouse
  - 4/5 new inquiries from the State of North Carolina

**Adjournment**