

ECONOMIC DEVELOPMENT ADVISORY BOARD  
November 9, 2021

Orange County Economic Development Office  
131 W. Margaret Lane  
Hillsborough, NC 27278

**Minutes**

**Members Present:** Estella Johnson, Kristen Young, Sharon Hill, Johnny Morris, Dave Gephart, Kevin Thomas, Tom Proctor, Jonna Foushee, Jane Saiers, Barbara Jesse-Black

**Orange County Staff:** Steve Brantley, Amanda Garner, Lindsey Hirni, Mike Ortosky

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**Call to Order**

The meeting was called to order by Johnny Morris at 10:03 a.m.

**Approval of Minutes**

A motion was made by Dave Gephart and seconded by Sharon Hill to approve the Minutes from the September 14, 2021 meeting. The motion passed unanimously.

**Director's Report**

Steve provided an update on various announcements and current active projects in Orange County.

**New Business**

**Small Business Grant Program**

Amanda presented the Business Investment Grant Guideline Review. The board gave feedback on the recommendation of adding the word "paid" team of employees to one of the guidelines. A motion was made by Kirsten to accept this change and it was seconded by Jonna Foushee. The motion passed unanimously. The board also discussed other grant guideline concerns such as equity, total number of grants and total amount of funds given as well as expenditure reports. The group decided to continue with the guideline changes during the next grant committee meeting in January 2022.

**Consideration of Consultant Proposal**

Steve presented a proposal from an independent consultant to the board for consideration to hire the consultant to help facilitate future Advisory Board Meetings. A motion was made by Kristen Young and seconded by Dave Gephart to request an in-person board meeting for early 2022. The motion passed unanimously.

**Vote on 2022 Calendar Year Meeting Schedule**

The Board voted on keeping the current 2<sup>nd</sup> Tuesday of the month for all of 2022 calendar meetings.

**New 2022 Disclosure Statements**

The Board was informed that new 2022 Disclosure Statements must be completed and returned by December 31, 2021.

**Annual Report and Work Plan**

Steve spoke with the board about completing the Annual Report and Work Plan which is due back on January 14, 2022.

**Transition of Orange County Crop Loan Program**

Amanda briefly updated the board on the transition of the Crop Loan Program from the county to Piedmont Food Processing Center.

**Adjournment**

Johnny Morris adjourned the meeting at 11:31 A.M.