Stockbridge
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CITY OF STOCKBRIDGE
DEVELOPMENT AUTHORITY
REGULAR MEETING
SUMMARY MINUTES
Tuesday, December 13, 2022 6:00 P.M.

Mark Glenn, Board Member
Cathy Hill, Board Member
Kalpesh Patidar, Board Member
Vacant – Board Member
Samantha Samuels, Board Member
Ariel Shaw, Board Member
Gadson Woodall, Board Member

The meeting was called to order at 6:25 p.m.

All board members were present. Board member Patidar was present via phone.

The Board voted unanimously to adopt the meeting Agenda.

<u>New Business</u>
Selection of Officers
Board member Hill and Board member Shaw were elected for Board Chair.
Board member Hill gave an overview of her background, and leadership experience.
Board member Shaw gave an overview of her background, and leadership experience.
The Board appointed Board member Shaw as Chair 4-2. (Hill/Samuels opposed).

Board member Samuels was elected for Board Vice-Chair.
Board member Samuels gave an overview of her background, and leadership experience.
The Board appointed Board member Samuels unanimously.

Board Member Woodall was elected for Board Treasurer.
Board member Woodall gave an overview of his background, and leadership experience.
The Board appointed Board member Gadson unanimously.

Board Member Hill was elected for Board Secretary.
The Board appointed Board Member Hill unanimously.

The Board agreed unanimously that the City Clerk would record the Board Minutes.

Review/Adoption of By-Laws

Board Member Hill noted she along with board members Samuels and Glenn met as a committee to review the By-Laws for the Stockbridge Downtown Development Authority, the cities of Forest Park, McDonough, Dawsonville, and Dacula for comparison, and reviewed information from the state's website pertaining to Development Authorities and presented proposed by-laws for the board to consider. Board member Hill noted during the committee's discussion, the position of Sergeant at Arms was proposed, and that the Economic Development Director serve as an Ex. Officio member.

Board member Glenn spoke to the importance of the role of sub-committees.

Board member Hill suggested members review each section, noting there needs to be a process in place regarding expense reimbursements.

The Board agreed to Table adoption of the proposed by-laws pending legal counsel review.

Chair Shaw submitted the legal firm of Fincher-Denmark for consideration as the Board's legal counsel; and noted legal counsel would need to offer an opinion on remote attendance.

Board member Samuels noted her preference would be a local attorney and asked that there be a minimum of (3) three firms to compare.

Board member Glenn motioned to form a committee to review 3-5 attorneys to consider and bring recommendations to the board at the January meeting; seconded by Board member Hill. The motion passed 5-0-1. (Shaw opposed).

Board member Patidar suggested the use of templates to keep legal cost down.

Board members Shaw, Woodall and Patidar were assigned to the Legal Counsel Review Committee.

<u>Approval of 2023 Meeting Calendar</u>
The board voted unanimously to meet on the second Tuesday of each month at 6:00 p.m. except for the February meeting to be held on Tuesday, February 7, 2023.

The meeting was adjourned at 7:30 p.m.

Minutes prepared by: Vanessa Holiday, City Clerk