**DECIDE DEKALB DEVELOPMENT AUTHORITY BOARD MEETING**

**Date:** Thursday, March 12th, 2020

**Time:** 8:30 AM

**Location:** Task Force for Global Health

 325 Swanton Way

 Decatur, Ga 30030

**Board Members Present:**

Don Bolia, Chair

Andrew Greenberg, Board Member

Rebekah Coblentz, Board Member

Kevin Gooch, Vice-Chair

Sai Reddy, Board Member

**Board Members Absent:**

Miranda Mack McKenzie, Secretary

Kimberly Adams, Board Member

**Legal Counsel Present:**

Jim Monacell, Smith, Gambrell & Russell, LLP

Ansly Moyer, Smith, Gambrell & Russell, LLP

**Staff Members Present:**

Dorian DeBarr, Interim President

Toyasha Vaughn, Project Manager

Shelbia Jackson, Director, DeKalb Entertainment Commission

Jenee Williams, Office Manager

Jen Hagler, Project Manager

**Others Present:**

Jay Bess, ATL Airspace Museum

The March meeting of the Decide DeKalb Development Authority was called to order at 8:41 a.m. on Thursday, March 12th, 2020 at The Task force for Global Health, 325 Swanton Way Decatur, Ga 30030.

1. **CALL TO ORDER**

Chairman Bolia presided.

1. **ITEMS FOR DECISION**
2. **Approval of February 13th, 2020 Board Meeting Minutes:**

Ms. Coblentz made a motion to approve the February 13th, 2020 board meeting minutes. Mr. Gooch seconded the motion, which was unanimously approved.

**B. Approval of February 2020 Financials:**

Mr. DeBarr presented the financial dashboard. A copy of the full report is listed in the meeting file.

Ms. Coblentz made a motion to approve the February 2020 financials. Mr. Gooch seconded the motion, which was unanimously approved.

**C.** **Approval of 2020 Goals & Objectives:**

Mr. DeBarr presented the 2020 goals to the board. For 2020 he wanted to make sure the goals were attainable “SMART” goals. He highlighted the target goals: 60 - Project Leads, 30 Projects, 11-Wins, and provided an overview on how these target goals will be met. Questions arose regarding the number of jobs goals being included, and board members questioned how the Commissioners would measure the organizations wins and progress without the job numbers. The board suggested the goals be revised and the jobs be incorporated. Chairman Bolia also requested an update on where we are with the census tracks.

Mr. Bolia moved to defer the approval of the 2020 goals to the April meeting.

**D. Approval of the 2020 Budget:**

Mr. DeBarr presented the 2020 operating budget. The Authority operates from 3 departments: General Operations, Business Development Department, and the Marketing Department. The presentation detailed where the budget comes from, how the funds are spent, a detailed breakdown of operating expenses by department, and comparisons from previous years. Mr. DeBarr details that the 2020 budget decreased by 27% in comparison to 2019 due to the IGA that has not yet been approved. The county investment will remain at $750k for the authority and $305k for the DeKalb Entertainment Commission until a final decision has been made.

Mr. Greenberg made a motion to approve the 2020 budget.Ms. Coblentz seconded the motion, which was unanimously approved.

**E. Approval of Proposal for Marketing/Communication Services:**

In previous years the Annual Report has been released in Q4 and to ensure an earlier release Mr. DeBarr is hiring a consulting agency to assist with the production of the report. The consulting contract will not exceed $30k. The board questioned if the report is something that can be curated in-house, however with the Marketing Director position vacant it is not possible at this time. Going forward this is something that Mr. DeBarr foresees the new hire will be able to accomplish.

Ms. Coblentz made a motion to approve the proposal for marketing/communication services. Mr. Greenberg seconded the motion, which was unanimously approved.

1. **Discussions/Presentations:**

**A. Atlanta Air Space & Museum Presentation:**

Mr. DeBarr introduced Jay Bess who presented a presentation on the Atlanta Air Space Museum. The museum will be built upon vacant space at the PDK Airport. The Museum will be education based and will highlight the “STEAM” program in partnership with the DeKalb County School System, and prior to the construction of the museum education programs will be implemented in the DeKalb Schools curriculum. The facility will include learning centers, classrooms, laboratories, rides and entertainment and will attract visitors and investment to the county.

Board members were curious what the Authority’s involvement will be throughout the project and Mr. Bess informed them that they have open spots on the Board of Directors, and that a bond issue will be needed as well.

1. **President’s Report:**

Mr. DeBarr presented the president's report. Some of the highlights included: 4 closed projects, 11 completed BRE visits, attendance at the RSA conference, the grand opening of the Scottsdale Early Learning Center, and panel participation at Commissioner Cochran-Johnson's business event.

Mr. DeBarr also provided the board a brief overview of a contingency plan in lieu of the recent Corvid-19 increase.

A copy of the full President’s Report is included in the meeting file.

The DeKalb Development Authority Board Meeting adjourned at 9:42 a.m.

 Adopted by the Board in the meeting

of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_,

 (Date of Meeting)

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 (Signature of Presiding Officer)