

**GREATER EGYPT REGIONAL PLANNING AND DEVELOPMENT COMMISSION
EXECUTIVE COMMITTEE MEETING
June 28, 2023**

1. Call to Order and Roll Call

Jeffery Robinson, Chairperson, presided and called the meeting to order at 12:08 pm. A roll call was taken.

Officers Present - Jeffery Robinson (Chairperson, Williamson County); Kathy Lively, (1st Vice Chairperson, Herrin); Julie Peterson (3rd Vice Chairperson, Jackson County); Steve Damron (Secretary, Jefferson County); Cindy Humm (Treasurer, Franklin County)

Officers Absent – Brian Otten (2nd Vice Chairperson, Perry County); Fred Kelly (4th Vice Chairperson, Perry County)

Staff Present - Cary Minnis (Executive Director); Abra Phillips (Admin Asst & Bookkeeper).

2. Commission Meeting Schedule

Cary Minnis began a discussion about changing the frequency of the full board meetings. There are some months with very little on the agenda. The main reason we have to meet some months is to approve payment of bills over \$5K, and Cary is concerned that now that we have to meet in person board members will feel this isn't a good use of their time. The bylaws already give authority to the executive committee to approve these bills, in addition, most bills over \$5K are from contracts that have already been approved, so it doesn't seem necessary to have full board approval for each individual invoice. Cary also mentioned that if the meeting frequency was changed, we would still complete a staff report for members on a monthly basis, we would like to decrease the frequency of the financial reports for the board's review, and put less of a strain on the fiscal staff. Changing the time and day of the week was also discussed, as some feel that a 7:00 pm start is too late, but earlier times on Tuesdays might conflict with other county meetings. It was noted that any discussion to make a change to the bylaws will need to be sent out in advance.

Motion made by Kathy Lively and seconded by Steve Damron to have Cary prepare a draft amendment to the by-laws to allow changing the meeting time and frequency for the full board to consider. The motion carried unanimously.

3. Miscellaneous

- Cary Minnis announced that the final payment to Marion Center Project will be on the list of bills for July's Commission Meeting with a note that it was prepaid in order to get it completed prior to the fiscal year end. Cary will be hand delivering the check this week.
- Getting a bike rack for the building was discussed and Cary Minnis will be speaking with Mike Ziarnik, Director of Transportation about it.
- Cary Minnis discussed the Annual Meeting with Angela Holmes and Tammy Kirk. The SIWDB wants to keep things the same, and this year the meeting will be hosted in Perry County. They are planning to reserve the American Legion in Du Quoin, which seats 400 people and will cost around \$250-500. Cary mentioned that he would like to see more variety for the award nominations this year. Kathy Lively agreed to help with the nominations.
- DRA asked Cary Minnis to participate in their "Office Hours" at the Delta Summit in New Orleans over Halloween and he's agreed to go. DRA will cover the hotel, but we are responsible for travel and per diem costs. This will still go before the full board, but Cary would like to get reservations made in advance.

4. Adjourn

Motion made by Steve Damron and seconded by Cindy Humm to adjourn the meeting. The motion carried unanimously and the meeting adjourned at 12:56 pm.