

Business Meeting Minutes for July 18, 2022

I. Call to Order and Determination of Quorum

The business meeting was called to order by Chairman Mike Whitehill at 9:01 am. The following board members were present and represented a quorum:

Mike Whitehill, Chairman
Bill Walmsley
Tom Glen
Patrick Perry
Todd Mohn

Staff Present:
Heather Tinelli, Director
Rebecca Lepter, Economic Development Coordinator

II. Approval of Agenda

Commission members reviewed the agenda. On a motion made by Bill Walmsley to approve the agenda submitted and seconded by Patrick Perry, the motion was approved by a unanimous vote of the members present.

III. Approval of Minutes:

Commission members reviewed a draft of the July meeting minutes. On a motion made to approve the minutes as submitted by Mr. Perry and seconded Mr. Whitehill, the motion was approved by a unanimous vote of the members present.

IV. Department Update

Mrs. Tinelli gave an update of the following for EDIF Commission Members:

- Department staff have been working on Rural Maryland Economic Development Fund allocations, part of the Governor's initiative to allocate \$50M to projects that drive economic development in Maryland's rural Counties. The Upper Shore Regional Council 'USRC' will be submitting a \$10 million grant application to the fund on behalf of Kent, Queen Anne's and Cecil Counties. Queen Anne's County has been allocated \$2.9 Million for county specific projects and USRC will be using \$1 .3 Million for projects that benefit the region as a whole.
- The feasibility study grant request that the department recently made in partnership with other Maryland counties has moved on to the next phase.

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- Ms. Tinelli shared the department's upcoming meeting with the Town of Centreville on municipal economic development outreach. A second meeting will be held with the members of the Centreville Town Council and the public at a fireside chat in August as well.
- The department recently welcomed April Plummer as its new Marketing & Destination Development Specialist.

V. **Old Business:**

- A. **Signtex** – Quarterly employment numbers were not available prior to the July EDIF meeting, so discussion on a revised contract will be tabled and discussed again at the August meeting.
- B. **Authentik** – Authentik is currently two months in arrears on agreed upon loan repayment. Mr. Cira proposed a payment extension. The Commission didn't feel it could make a decision because information wasn't yet available from finance on whether they had made a July payment. After discussion, Mr. Perry made a motion to agree to a payment extension if Mr. Cira made a July 15 payment; and if a payment was not made, the extension wouldn't be granted, the company would be considered in violation of the agreement, and a default letter would need to be prepared. Tom Glen seconded the motion. A vote was taken and unanimously approved by all members present.
- C. **Upper Shore SCORE** - Mrs. Tinelli shared that USRC approved the financial support of a new group to replace the folding Upper Shore Score Chapter. Kent & QA Economic Development departments are waiting for guidance on next steps.

VI. **New Business**

- a. **Chesapeake Chef Application** – After reviewing the paperwork provided, Commission members opted to table the discussion for a future meeting when clarification could be provided on the type of equipment being requested for funding.

- VII. **Adjournment:** The Commission made a decision to move the August meeting back a week to August 22nd so as to allow the department to find out from finance if Authentik followed through on payments. On a motion made by Mr. Glen and seconded by Mr. Perry, the regular Commission meeting was adjourned at 10:14 a.m.