



**CALVERT COUNTY
ECONOMIC DEVELOPMENT AUTHORITY**

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Board of Commissioners
Christopher J. Gadway
Earl F. Hance
Mike Hart
Kelly D. McConkey
Steven R. Weems

**MINUTES
Virtual Meeting Via Zoom
January 9, 2023**

MEMBERS PRESENT: Dawn Balinski, Larry Jaworski, Warren Rice, Dana Jones, and Terri Wolfley

MEMBERS ABSENT: Claude Dickinson, Mike Benton, and Commissioner Hance

STAFF PRESENT: Kathy MacAdams, Grace Fadely, Julie Oberg, and Sheebah Smith

GUESTS: None

I. Call to Order

The meeting was called to order at 8:15 a.m. by Terri Wolfley, Chair.

II. Call for Agenda Revisions and Approval of Agenda

Larry Jaworski made a **motion** to approve the agenda. The motion was seconded by Warren Rice and carried (All in favor, none opposed.)

III. Approval of Minutes from the November 14, 2022, Regular Meeting and Closed Session Meeting

On a **motion** by Dawn Balinski, seconded by Dana Jones, and carried, the Regular Meeting Minutes from the November 14, 2022, meeting was approved as submitted (All in favor, none opposed.)

On a **motion** by Balinski, seconded by Jones, and carried, the Closed Session Meeting Minutes from the November 14, 2022, meeting was approved as submitted (All in favor, none opposed.)

IV. Old Business

A. Member Terms and Vacancies

Kathy MacAdams shared that an application was received from Julie Fuller. The BOCC will be sending the application this week. Staff also asked business and property owners from the Calvert County Industrial Park (CCIP); however, no interest was received. Dana Jones suggested Mr. Frank Taylor as a possibility. Jones will reach out to Mr. Taylor and gauge his interest.

B. “Small Business Assistance Grant Fund” Update (ARPA Funds)

MacAdams shared that the grant is open until January 31, and there are already over 50 applications submitted.

C. Staffing Update

MacAdams discussed the Business Development Program Specialist vacancy and that an offer was made to one of the applicants.

V. New Business

A. EDA Applications

Wolfley mentioned this was already discussed.

B. EDA meeting times, dates and hybrid discussion

Wolfley asked for member input. Jaworski suggested that hybrid meetings would be better so that more people could participate. Balinski, Rice and Wolfley agreed. Wolfley decided meetings would be hybrid on Mondays at 8 a.m.

VI. Recess, Subject to Motion of Privilege for Closed Meeting

On a **motion** by Jaworski, seconded by Balinski and carried (all in favor, none opposed), the Economic Development Authority (EDA) recessed into closed session at 8:23 a.m., pursuant to General Provisions Article 3-305 of the Annotated Code of Maryland, to discuss three (3) items:

Business Matters – [3-305(b)(4)] - The EDA discussed three (3) matters that concern the proposal for a business or industrial organization to locate, expand or remain in the state. Closed session adjourned at 8:43 a.m.

VII. Public Comment

No one from the public was present.

VIII. Next Meeting

The next EDA meeting is tentatively scheduled for **Monday, February 13, 2022**, at 8 a.m.

IX. Adjournment

Jaworski made a **motion** to adjourn at 8:44 a.m. The motion was seconded by Rice and carried (All in favor, none opposed.)