

**Loudon County Economic Development Agency/
Joint Economic and Community Development
Executive Committee Meeting
Williamson House
March 21, 2018**

The following members were present: Mayor Buddy Bradshaw, Charlie Bettis, Mayor Jim Greenway, Eddie Simpson, Amber Scott-Kelso

Also present were: BOD members Harold Duff, Bruce Giles and Ron Jordan, Ex-Officio member Michael Bobo, Lenoir City Mayor Tony Aikens, LCEDA staff members Jack Qualls and Blair Patterson, citizens at large

Chairman Buddy Bradshaw called the meeting to order at 1:35 p.m.

Approval of the minutes from the December 15, 2017 Executive Committee Meeting

The minutes from the previous meeting had been emailed to the members prior to the meeting for their review. **Charlie Bettis made a motion to approve the December 15, 2018 minutes, Amber Scott-Kelso seconded and all approved.**

Review of Proposed FY 18-19 Budget to be recommended for amendment

Jack Qualls presented the proposed LCEDA budget for FY 18-19. The request for funding from the government entities will remain the same. The \$6,000 withdrawal from reserves is a rollover of TVA economic development funds. **Charlie Bettis made a motion to recommend the proposed FY 18-19 Budget be presented to the Board for amendment, seconded by Amber Scott-Kelso. Motion carried.**

Additional Business

Jack Qualls stated that the LCEDA has not adopted a policy for open records and presented a Public Records Policy to the executive committee. This Policy is pursuant to the Tennessee Public Records Act. **Amber Scott-Kelso made a motion to recommend the approval of the Public Records Policy to the Board, seconded by Charlie Bettis and all approved.**

Jack Qualls asked for the consideration of a LCEDA credit card. Currently the purchases are being made on personal credit cards and then reimbursed at the end of the month. Mayor Buddy Bradshaw asked that a credit card policy be created prior to the process. Amber Scott-Kelso made a motion to approve the recommendation for a company credit card, seconded by Charlie Bettis and all approved.

With no further business, a **motion was made by Amber Scot-Kelso to adjourn and a second given by Charlie Bettis. Motion carried.**

Blair Patterson, Recording Secretary