

# Antrim County

## Economic Development Corporation

Mission Statement: Retain, expand, and promote County-wide economic growth and stability.

**January 16, 2024**  
**Minutes**

Members present: Rachel Krino, Sherry Comben, Pete Garwood, Dawn LaVanway, Kathleen Peterson, Tim Timmer, Christy Wilson  
Members Absent: Garry Ellison, Cherie Hogan  
Others Present: Jessica Lovay, Janet Koch

### **1. Call to Order**

The meeting was called to order by Janet Koch at 9:01 am.

### **2. Public Comment**

None.

### **3. Annual Organizational Meeting**

#### **a) Election of Officers**

**Motion by Pete Garwood, second by Kathy Peterson, to close nominations and cast a unanimous vote for Rachel Krino as President, Dawn LaVanway as Vice-President, Sherry Comben as Treasurer, and Pete Garwood as Secretary of the Antrim County Economic Development Corporation.**

**Motion approved – unanimous.**

#### **b) Selection of Meeting Dates/Times**

**Motion by Sherry Comben seconded by Kathy Peterson to hold regular meetings at 9 am on the third Tuesday of each month.**

**Motion approved – unanimous.**

#### **c) Resolution #24-01: Depositories**

**Motion by Tim Timmer seconded by Pete Garwood to approve the depository resolution 24-01 with the addition of Honor Bank.**

BE IT HEREBY RESOLVED, that the Economic Development Corporation hereby adopts the following institutions and their subsidiaries as depositories of Economic Development Corporation funds for the year 2024:

Alden State Bank  
Bank of America  
Charlevoix State Bank  
Comerica  
Fifth Third Bank  
4-Front Credit Union  
Flagstar Bank  
Honor Bank

Huntington Bank\* Main depository  
Independent Bank  
PNC Bank  
Huntington Securities  
Multibank Securities  
Fifth Third Securities, Inc.  
J.P. Morgan Chase & Co  
Michigan CLASS  
Robinson Capital  
UBS Financial Service Inc.

NOW THEREFORE BE IT RESOLVED, that the Economic Development Corporation Treasurer be authorized to use these designated institutions.

Roll call vote:

Yes – Sherry Comben, Pete Garwood, Dawn LaVanway, Kathleen Peterson, Tim Timmer, Christy Wilson, Rachel Krino

No – none.

#### **4. Approval of Minutes**

It was noted that Tim Timmer's name needed to be added to the list of those present, and that "Riverside" should be "Fireside."

**Motion by Sherry Comben seconded by Pete Garwood to approve November 14, 2023 Minutes as corrected.**

**Motion approved – unanimous.**

#### **5. Review of Bylaws**

The EDC discussed Article VI, Section 2 Special Meetings It was agreed to add "or at the call of the chair."

Article VI, Section 4 Waiver of Notice; reword to make it more understandable, if possible.

Article XI, Section 2 Waiver of Notice: reword to make it more understandable, if possible.

Article V, Section 4 was also discussed, specifically the need for a successor to be appointed within 30 days, and that the "advice and consent" of the Board of Commissioners should be "approved by" the Board of Commissioners. Change to "with the approval of the Board of Commissioners to hold office for the remainder of the term of office so vacated."

It was noted that Article III, Section 2 Principal Office included the term "Antrim County Planning Department," and that any reference to Planning Department should be changed to Administration Office.

The EDC discussed Article VII, Section 5 President, and Section 7. Vice-Presidents, regarding whether or not staff needed to be added to the list of those who shall be delegated duties. It was noted to leave those sections as currently stated. It was noted that gender references should be reworded.

It was the EDC's consensus to add the following to Article V and create a new Section 2: "Directors are expected to support the Corporation's stated mission, vision, and values, the Corporation's Strategic Plan, and the Antrim County Master Plan."

Article V, Section 6 Attendance was discussed, as was Section 5. Removal. The need to clarify removal was discussed, particularly the mechanism for removal (maybe add "...recommend to the Board of Commissioners by a majority of the Directors appointed...")

Article V, Section 5 "...as recommended by the EDC..." Was noted that this mirrored the Articles of Incorporation and should not be changed.

Article V, Section 6 Attendance – D. removal of the public hearing requirement. Staff was asked to confirm whether or not that section was statutory: if not, it has to remain.

Staff will provide 2023 EDC attendance information to the EDC in the next agenda packet. Excused/unexcused absences will be noted moving forward.

#### **6. Review Public Communications**

Webpage Content; Facebook Metrics

EDC members were asked to submit any changes to the website to staff. In addition, any items suitable for posting to the EDC's Facebook page

#### **7. Broadband – Review Engagement with Partners/Projects**

Ms. Koch provided a quick update of progress of PFN's NIA grant and GL Energy/Trustream's ROBIN grant.

#### **8. Inventory of Potential Property Redevelopment Sites**

It was the consensus of the EDC to move this to the February agenda.

#### **9. Discussion: February Agenda**

Bylaws and Redevelopment Inventory will be on the agenda. Ms. Comben noted that she will provide information regarding tax foreclosed properties when it becomes available.

A discussion of a Business Connector will be on the agenda.

#### **10. Various Matters**

None.

#### **11. Public/Member Comment**

Jessica Lovay, NLEA, noted that their new President, Payton Heins, started the previous week.

**Meeting adjourned at 11:06 a.m.**