

**Industrial Board of Coffee County, TN, Inc.**  
**February 15, 2023**  
**MINUTES**

The Industrial Board of Coffee County, TN, Inc. met in a regular session on Wednesday, February 15, 2023, in the Commission Hall at the Coffee County Administrative Plaza. Chairman Young called the meeting to order at 4:00 pm, welcomed the visitors thanked them for their attendance, and noted that a quorum was absent and that no official business would be conducted.

Members Present

David Young  
 Brent Parsley  
 Cameron Newton  
 Greta Dajani

Guests

John Coffelt – Manchester Times  
 Anna Singleton – American Job Center  
 Winston Brooks – TAEDC  
 Justin Henderson – Reliable Carriers

Staff

Stephen Crook  
 Anne Hosea-Majors

T Total Attendance: 10  
 ( 6 Board & Staff, 4 Guest)

- I. **Directors Report** – Mr. Crook reported that the office had received six requests for information since the last meeting. The staff responded to two. It's been a different type of requests this month. Several are looking for buildings we do not have the inventory to fit, and greenfield requests have slowed down this month. The staff conducted two site visits, one virtual and one in person. Mr. Crook further reported that it is currently Wage & Benefit Survey season conducted by MTIDA and MTSU. The goal of the IDB is to reach 30% participation by striving to make all local industries aware that the survey is available and that they understand the benefits to them of their participation. Next, Mr. Crook reported that the staff has been working with TAEDC and the GMAEDC to restart the Industrial Roundtable program that trailed off in 2020 when covid hit. The goal is a quarterly meeting; the first will be held in March 2023. The last thing Mr. Crook reported was that the I-24 site had been proposed for purchase in the Governor's budget for the next fiscal year. This is a proposed budget, not approved. The staff is working with the property owners and the state to see that through.
  
- II. **Chairman's Report** – Mr. Young reported that with board appointments not being accomplished due to the cancellation of the February 2023 Commission meeting, no committees would be appointed until the vacant seats were filled, hopefully in March. Mr. Young let the board members know that if anyone was

interested in a particular committee, he welcomed the information before appointing the new committees. Mr. Young further reported that the draft budget would have been reported on at this meeting had a quorum been met. The budget finance committee reviewed the preliminary budget, and it will be submitted with committee approval to the county for the 2023/2024 fiscal year. Mr. Young let the board know that after commission approval, the full board would present and vote on the final budget.

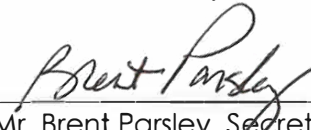
**III. Committee Reports**

- A. Park Development Committee – No Report**
- B. Marketing Support Committee – No Report**
- C. Budget and Finance Committee – No Report**
- E. Tulahoma Area Economic Development Corp. – No Report**
- F. Greater Manchester Economic Development Board – No Report**
- G. Manchester Chamber of Commerce – No Report**
- H. Tulahoma Chamber of Commerce – No Report**

**IV. Unfinished Business – None**

**VIII. New Business - None**

Signed:   
Anne Hosea-Majors, Assistant Secretary

Signed:   
Mr. Brent Parsley, Secretary/Treasurer