

**Industrial Board of Coffee County, TN, Inc.
September 20, 2023
MINUTES**

The Industrial Board of Coffee County, TN, Inc. met in a regular session on Wednesday, September 20, 2023, in the Commission Hall at the Coffee County Administrative Plaza. Chairman Young called the meeting to order at 4:00 p.m., welcomed the visitors, thanked them for their attendance, and noted that a quorum was present.

Members Present

David Young
Brent Parsley
Huel Goldston
Greta Dajani
Alex Rice
Scott Hansert
Janie Colley

Call In

Sherry Douglas

Absent

Cameron Newton

Staff

Stephen Crook

Guests

John Cofelt – Manchester Times
Katy Riddle – Manchester Chamber
Hope Nunley – Tullahoma Chamber

T Total Attendance: 12
(9 Board & Staff, 3 Guest)

- I. The minutes from the August 16th meeting were considered, a motion by Mrs. Dajani and second by Mr. Goldston to approve the minutes as written. The motion was put to the vote and passed unanimously.
- II. The financial summaries for August 2023 were considered. With Mrs. Colley's motion, Mr. Hansert seconded that the financial summaries be approved. The motion was put to a vote and carried unanimously.
- III. **Directors Report** – Please see attachment 1 Directors Report September 2023
- IV. **Chairman's Report** - Mr. Young reported that the 2021-2023 Strategic Plan had gone out to all board members. He further informed the board that the staff would send out a meeting invitation to the executive committee and the committee chairs to work on updates for the 2024-2027 strategic plan. After the planning session, committee chairs will return the updated outline to each committee, look at the plan for the future, and make suggestions, if any, at that time. The new Strategic plan should be available for approval by January 2024.

V. Committee Reports

- A. Park Development Committee** – Mr. Goldston reported that the committee did meet at the regularly scheduled meeting date and time. The committee reviewed bids for the sign removal in the Interstate Industrial Park and tree removal in the Joint Industrial Park. Both bids were approved and passed unanimously by the committee. Mr. Crook noted that once contracts were written, the committee would review them and return them to the board for approval for contract execution.
- B. Marketing Support Committee** – No Report
- C. Budget and Finance Committee** – Mr. Parsley reported that the committee met at their regular meeting date and time. He further reported that the committee approved a not-to-exceed project funding purchase order to remove the trees in the Joint Industrial Park. The committee also approved a purchase order for the sign removal in the Interstate Industrial Park. Lastly, Mr. Parsley reported that the committee has begun discussions on opening a CD soon and will return to the board with more information once available.
- D. Tulahoma Area Economic Development Corp.** – No Report
- E. Greater Manchester Economic Development Board** – Mrs. Riddle reported that the GMEDB had released the “More Manchester” initiative and encouraged the board members to look more closely at that.
- F. Manchester Chamber of Commerce** – Mrs. Riddle reported that the Chamber had participated in the Q3 Industrial Roundtable with TAEDC and the IDB. This roundtable event brought industry and education together and was an excellent opportunity for those to connect. Mrs. Riddle also informed the board that the new year of Coffee County Leadership was underway and had a great kickoff in September.
- G. Tulahoma Chamber of Commerce** – Mrs. Nunley also reported on Coffee County Leadership and the day spent at UTSI. She also informed the board that the Tulahoma Chamber hosted a third annual event highlighting young professionals.

VI. Unfinished Business – None

VII. New Business

- A. CarMax** – Mr. Crook refreshed the memory of the board on the CarMax project looking to locate in the Manchester Industrial Park between Great Lakes Cheese and Aspen Technologies. The resolution presented would grant the Executive Director and the board's Chairman to execute all documentation needed to purchase the land and the incentive package passed by the Marketing Support Committee. With no questions asked and the committee's recommendation that no second was needed, the motion went to the vote that passed unanimously.

Signed: 
Anne Hosea-Majors, Assistant Secretary

Signed: 
Mr. Brent Parsley, Secretary/Treasurer