

**MINUTES OF MEETING  
INDUSTRIAL DEVELOPMENT AUTHORITY  
OF ST. JOHNS COUNTY  
October 11, 2021 3:00 PM  
at  
500 San Sabastian View, St. Augustine FL**

**Members Present:** Melissa, Churchwell, Kevin Kennedy, Chet Frith, Geoffrey Litchney and Vivian Helwig

**Members Absent:** none

**Guests Present:** See attached sign in sheet.

Mr. Litchney brings the meeting to order at 3:03 PM

Mr. Litchney asks for roll call. All members present

Mr. Litchney asks for public comment.

No public comment.

Mr. Litchney asks for additions and deletions to today's agenda.

No additions or deletions to today's agenda.

Mr. Litchney moves the meeting to approval of the minutes of the September 13, 2021 meeting.

Discussion.

Motion Mr. Frith, second Mr. Kennedy to approve the minutes of September 13, 2021 meeting as presented.

Vote unanimous.

Mr. Litchney moves the meeting to the Treasurer's report.

Mr. O'Connell presents one check for payment \$325.00 for accounting services payable to W.H. O'Connell & Associates, PA. He asks for questions about the financials that were sent to each member.

Discussion.

Motion Mr. Kennedy, Second Ms. Churchwell to approve the presented financial statements and check for payment.

Vote unanimous.

New Business:

Election of officers.

Chair:

Mr. Firth nominates Ms. Churchwell for Chairperson. Mr. Helwig Seconds the nomination.

Treasurer:

Mr. Kennedy nominates himself for Treasurer and Mr. Helwig seconds.

Secretary:

Mr. Helwig nominates Mr. Litchney to be Secretary and Mr. Frith seconds.

Vice-Chair:

Mr. Helwig nominates Mr. Frith to be Vice-Chair and Mr. Litchney seconds.

Assistant-Secretary:

Ms. Churchwell nominates Mr. Frith, Mr. Kennedy and Mr. Helwig all as Assistant-Secretaries.

All nominated accept their nominations. Vote unanimous on all nominations.

Mr. Helwig thanks Mr. Litchney for being chair for the past year.

Discussion.

Approval of Amended Budget for the 2020-2021 fiscal year.

Mr. O'Connell presents the Amended Budget to the Authority and discusses the amendments.

Discussion.

Motion MR. Kennedy, Second Mr. Frith to approve the Amended Budget for the Fiscal year ending 9/30/21 as presented.

Vote unanimous.

Approval of NEW 2021-2022 Budget.

Mr. O'Connell presents the Budget for the 2021-2020 fiscal year and goes over the assumptions.

Discussion.

Motion Mr. Frith, Second Mr. Kennedy to approve the 2021-2022 budget for the Authority as presented.

Vote unanimous.

2022 THE PLAYERS Championship.

Mr. Dobson presents THE PLAYERS proposal for \$10,200 for tickets for "The Deck". 12 tickets per day for Tuesday through Sunday with 6 parking passes as well.

Discussion on the event, the use of funds and the tickets.

Motion Mr. Kennedy, Second Mr. Frith to have Mike McCabe move forward with securing a contract to purchase these tickets for the upcoming event.

Vote unanimous.

Mr. Litchney moves the meeting to Reports:

Members:

Mr. Kennedy presents a handout for the members to review that depicts most if not all the prior bond issues the Authority has issued with a goal of coming up with a strategic plan for the Authority going forward for press releases and other objectives.

Discussion on the handout and the next steps.

Mr. Frith – none.

Ms. Churchwell – none.

Mr. Helwig – none.

Mr. Litchney states it was a pleasure being Chair for the Authority this past year.

Ms. Zuberer states Kathy is no longer with the Chamber. She states the County has another grant program for COVID relief for up to \$49,500 in funding per entity.

Discussion.

Motion Mr. Kennedy, Second Ms. Churchwell to adjourn the meeting at 4:12PM

Vote unanimous.

# IDA

## SIGN IN SHEET

### IDA BOARD MEMBERS

1	Chet Frith
2	Geoff Litenney
3	Kevin Kennedy
4	Melissa Churchwell
5	Viv Helwig
6	
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### IDA MEETING

DATE: 10/11/21

### VISITORS / GUESTS

### Who do you represent?

	VISITORS / GUESTS	Who do you represent?
1	Henry O'Connell	IDA CPA
2	Geoff Dobson	IDA Attorney
3	Jennifer Zuberer	SJC
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