

**MINUTES OF MEETING
INDUSTRIAL DEVELOPMENT AUTHORITY
OF ST. JOHNS COUNTY
December 12, 2022 3:00 PM
at
500 San Sabastian View, St. Augustine FL**

Members Present: Kevin Kennedy, Melissa Churchwell, and Geoff Litchney,

Call In: Vivian Helwig

Members Absent: Chet Frith

Guests Present: See attached sign-in sheet.

Mr. Kennedy brings the meeting to order at 3 p.m.

Ms. Kennedy asks for roll call. Mr. Kennedy, Ms. Churchwell, and Mr. Litchney are present. Mr. Helwig call in. And Mr. Frith is absent.

Mr. Kennedy asks for public comment.

No public comment.

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

None.

Mr. Kenney moves the meeting to the approval of the minutes from the November 14, 2022, meeting.

Motion Mr. Litchney, second Ms. Churchwell to approve the minutes of the November 14, 2022, meeting as presented.

Vote unanimous. Mr. Helwig call in.

Mr. Kennedy moves the meeting to review and approval of the financials.

Mr. O'Connell presents the financial statements and one check written to W. H. O'Connell & Associates, PA \$799.00 for accounting services.

Discussion.

Motion Mr. Litchney, second Ms. Churchwell to approve the financials and the check for \$799 payable to W. H. O'Connell & Associates, PA.

Vote unanimous. Mr. Helwig call in.

Mr. Kennedy moves the meeting to new business.

Brand Development Update

Ms. Meeks from St. Johns County gives an update on the branding project. She presents three samples of the new design for discussion and review by the Authority members. She states the process of the Brand updating should be complete late January to Mid-February next year.

Discussion on the samples and the branding process.

2023 Goal Discussion

Mr. Kennedy thought it would be helpful for the Authority to have goals to become more proactive.

Discussion.

Mr. Kennedy states the Authority should consider bringing in Airport Authority board members and the new local hospitals board members to educate them on what the IDA can provide.

Discussion.

Ms. Churchwell asks if the Authority could have an event with the Chamber to increase local awareness for the IDA.

Mr. Maynard states that Wednesday night St. Johns County schools are having Career Academy Showcase. This is an effort to educate parents on what opportunities are available in our county.

Discussion.

Mr. Kennedy asks the members to bring in a few goals for the Authority at the next meeting for discussion.

Discussion.

Mr. Kennedy moves the meeting to reports.

Members.

Mr. Helwig great idea for the IDA to become more proactive.

Mr. Litchney no report.

Ms. Churchwell no report.

Mr. Kennedy no report.

Commissioner Whitehurst no report.

Chamber Mr. Maynard no report.

Mr. Kennedy state next meeting is at 3pm on January 9, 2023, and asks for a motion to adjourn.

Motion Mr. Litchney, second Ms. Churchwell to adjourn the meeting at 3:32 p.m.

Vote unanimous. Mr. Helwig call in.

IDA

SIGN IN SHEET

IDA BOARD MEMBERS

1	Geoff Litchney
2	Kevin Kennedy
3	Melissa Churchwell
4	Viv Helwig (call in)
5	
6	
7	

IDA MEETING

DATE: 12/12/22

VISITORS / GUESTS

Who do you represent?

1	Chair Christian Whitehurst	BCC
2	Scott Maynard	SJC Chamber of Commerce
3	Henry O'Connell	IDA CPA
4	Geoff Dobson	IDA Attorney
5	Mike McCabe	IDA Attorney
6	Tera Meeks	SJC Tourism
7	David Kiernan	SJC Economic Development
8	Jennifer Zuberer	SJC Economic Development
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