

**MINUTES OF MEETING
INDUSTRIAL DEVELOPMENT AUTHORITY
OF ST. JOHNS COUNTY
October 14, 2024
at
500 San Sabastian View, St. Augustine FL**

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

Call In: None

Members Absent: one position vacant.

Guests Present: See attached sign-in sheet.

Mr. Kennedy brings the meeting to order at 3:01 p.m.

Mr. Kennedy asks for roll call. Ms. Churchwell, Mr. Dothage, Mr. Litchney, and Mr. Kennedy members present or on the phone. One position vacant.

Mr. Kennedy asks for public comment.

Borris Lyubomirsky wishes to give public comment.

Mr. Kennedy recognizes Mr. Lyubomirsky and asks him to introduce himself to the board and he has three minutes for comment.

Mr. Lyubomirsky introduces himself and states the reason for his attendance and public comment was to make the current members aware that he had sent in an application to be on this board and would like to give a short presentation on why he would make a good Authority member. He continues by giving a brief background about himself and qualifications.

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

Mr. O'Connell asks to add the approval of the 2024-2025 budget and the election of officers for the Authority. He would like to delete the approval of the minutes as they are not ready as of this meeting.

Motion Mr. Litchney to add the approval of the 2024-2025 budget for the Authority, to add the election of officers for the Authority and remove the Approval of the Minutes section, Second Mr. Kennedy. Vote unanimous.

Mr. Kennedy moves the meeting to the Election of Officers and asks for nominations.

Mr. Litchney nominates Mr. Dothage as Chair, Second Mr. Kennedy. Vote unanimous

Mr. Dothage nominates Mr. Kennedy Vice Chair, Mr. Litchney Treasurer and Ms. Churchwell Secretary, Second Mr. Litchney. Vote unanimous.

Mr. Dothage nominates Mr. Kennedy and Mr. Litchney as Assistant Secretary, Second Ms. Churchwell. Vote unanimous.

Mr. Dothage takes over as chair and the current meeting.

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

Mr. O'Connell presents the 2024-2025 proposed budget for the Authority.

Discussion

Motion Mr. Litchney to approve the 2024-2025 Budget for the Authority as presented, Second Mr. Kennedy. Vote unanimous.

Mr. O'Connell presents one check for payment \$425 made out to WH O'Connell & Associates PA for accounting services, the current financial statements of the Authority and documents relating to the IDA opening an SBA Account.

Discussion.

Mr. O'Connell will bring back the SBA documents filled out in anticipation of the Authority opening a bank account.

Mr. Dothage move the meeting to New Business.

IDA Board Recommendations.

Discussion on the applicants.

Mr. Litchney thanks Mr. Lyubomirsky for attending today's meeting and giving a short presentation on why he would be a good fit for the Authority. He states based on him coming today and his presentation he would recommend him for the vacant position on the Authority.

Mr. Kennedy agrees with Mr. Litchney.

Discussion.

Motion Mr. Litchney to send a letter to the Commission recommending that Mr. Lyubomirsky be appointed to fill the one vacancy on the Industrial Development Authority, Second Mr. Kennedy. Vote unanimous.

Mr. Dothage moves the meeting to reports.

IDA Members:

None.

Mr. Dothage asks if any reports from Staff.

Mr. Camp states County offices will be closed on 11/11/24 for Veterans Day.

Discussion on cancelling the 11/11 meeting.

Mr. Dothage cancels the next scheduled meeting that was to be held on 11/11/24. Next meeting of the Authority will be 3PM on December 9, 2024.

Motion Mr. Dothage to adjourn the meeting at 3:25pm, Second Mr. Kennedy. Vote Unanimous.

IDA

SIGN IN SHEET

IDA BOARD MEMBERS

1	Melissa Churchwell
2	Orv Dothage
3	Geoff Litchney
4	Kevin Kennedy
5	
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IDA MEETING

DATE: 10/14/2024

VISITORS / GUESTS

Who do you represent?

VISITORS / GUESTS		Who do you represent?
1	Henry O'Connell	IDA CPA
2	Mike McCabe	IDA Attorney
3	Sara Maxfield	SJC ED
4	Sam Camp	SJC ED
5	Boris Lyubominsky	Self
6	Wendi Medley	Self
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