

Westmoreland IDB  
Minutes for January 15, 2018 Meeting

- ❖ Call to Order: 6:30pm
- ❖ Present:
  - Andy Leath
  - Bill Hunt
  - Jacqueline Roberson
  - Britt Little
  - Jeff Regan
- ❖ Additions to Agenda:
  - None
- ❖ Public comments:
  - None
- ❖ Approval of minutes:
  - 12.18.17 Meeting
    - Motion: Jeff/ Second: Bill/ Vote: Unanimous in favor
- ❖ Approval of Financial Report:
  - No votes taken
- ❖ Old Business:
  - No votes taken
- ❖ New Business:
  - No votes taken
- ❖ Adjourn: 7:40pm

Westmoreland IDB  
Minutes for February 19, 2018 Meeting

- ❖ Call to Order: 6:34pm
- ❖ Present:
  - Andy Leath
  - Bill Hunt
  - Jacqueline Roberson
  - Britt Little
  - Jeff Regan
  - Larry Meadors
- ❖ Additions to Agenda:
  - None
- ❖ Public comments:
  - None
- ❖ Approval of minutes:
  - 12.18.17 Meeting
    - Motion: Britt/ Second: Bill/ Vote: Unanimous in favor
- ❖ Approval of Financial Report:
  - 12.31.17
    - Motion: Larry/ Second: Bill/ Vote: Unanimous in favor
  - 01.31.18
    - Motion: Larry/ Second: Bill/ Vote: Unanimous in favor
- ❖ Old Business:
  - No votes taken
- ❖ New Business:
  - Expo Center to be listed with MTIDA
    - Motion: Larry/ Second: Jacqueline/ Vote: Unanimous in favor
  - Expo to be listed for \$3.00 per square foot (\$90K per year)
    - Motion: Jacqueline/ Second: Bill/ Vote: Unanimous in favor
- ❖ Adjourn: 7:45pm

Westmoreland IDB  
Minutes for March 19, 2018 Meeting

- ❖ Call to Order: 6:40pm
- ❖ Present:
  - Andy Leath
  - Bill Hunt
  - Jacqueline Roberson
  - Britt Little
  - Mary Gail Anderson
  - Larry Meadors
- ❖ Additions to Agenda:
  - None
- ❖ Public comments:
  - None
- ❖ Approval of minutes:
  - 2.19.17 Meeting
    - Motion: Bill/ Second: Britt/ Vote: Unanimous in favor
- ❖ Approval of Financial Report:
  - 2.28.18
    - Motion: Bill/ Second: Larry/ Vote: Unanimous in favor
- ❖ Old Business:
  - No votes taken
- ❖ New Business:
  - PILOT: Project Boardwalk
    - Motion: Jacqueline/ Second: Larry/ Vote: Unanimous in favor
- ❖ Adjourn: 7:30pm

Westmoreland IDB  
Minutes for April 16, 2018 Meeting

- ❖ Call to Order: 6:35pm
- ❖ Present:
  - Andy Leath
  - Bill Hunt
  - Britt Little
  - Mary Gail Anderson
  - Jeff Regan
- ❖ Additions to Agenda:
  - None
- ❖ Public comments:
  - None
- ❖ Approval of minutes:
  - 03.19.17 Meeting
    - Motion: Bill/ Second: Britt/ Vote: Unanimous in favor
- ❖ Approval of Financial Report:
  - 3.31.18
    - Motion: Jeff/ Second: Mary Gail/ Vote: Unanimous in favor
- ❖ Old Business:
  - No votes taken
- ❖ New Business:
  - No votes taken
- ❖ Adjourn: 7:02pm

Westmoreland Industrial Development Board  
Minutes for May 18, 2018 Meeting

- ❖ Call to Order: 6:36pm
- ❖ Present:
  - Bill Hunt
  - Britt Little
  - Mary Gail Anderson
  - Larry Meadors
  - Jacqueline Roberson
  - Jeff Regan
- ❖ Additions to Agenda:
  - None
- ❖ Public comments:
  - None
- ❖ Approval of minutes:
  - 04.16.17 Meeting
    - Motion: Jeff/ Second: Britt/ Vote: Unanimous in favor
- ❖ Approval of Financial Report:
  - 4.30.18
    - Motion: Jeff/ Second: Larry/ Vote: Unanimous in favor
- ❖ Old Business:
  - No votes taken
- ❖ New Business:
  - Contact Webbtown Propane to turn off pilot lights with a budget from \$75-\$125
    - Motion: Britt/ Second: Larry/ Vote: Unanimous in favor
  - List property on MLS for with Amy Summerville at Exit Reality/ have a flex space option/ pay no more than 50% of first month lease/ contract to list for six months
    - Motion: Mary Gail/ Second: Larry/ Vote: Unanimous in favor
- ❖ Adjourn: 7:25pm

Westmoreland Industrial Development Board  
Minutes for June 18, 2018 Meeting

- ❖ Call to Order 6:36 pm
  
- ❖ Present:
  - Andy Leath
  - Bill Hunt
  - Larry Meadors
  - Britt Little
  - Jacqueline Roberson
  - Mary Gail Anderson
  
- ❖ Additions to agenda
  - None
  
- ❖ No public comments
  - Questions from Council Woman Fredia Carter about some financial line items.
  
- ❖ Approval of minutes
  - 05.18.18 Meeting
    - Motion: Mary Gail Anderson / Second: Bill Hunt / Vote: Unanimous in favor
  
- ❖ Approval of Financial Report:
  - 05.31.18
    - Motion: Britt Little / Second: Bill Hunt / Vote: Unanimous in favor
  
- ❖ Old Business
  - No votes taken
  
- ❖ New Business
  - Mary Gail Anderson volunteered to negotiate the terms of the TN Mule Sales lease agreement. Attached to these minutes is a request from TN Mule Sales to lower their sales from 5 to 3 and the terms they are proposing.
  
- ❖ Adjourn at 7:15 pm

Westmoreland Industrial Development Board  
Minutes for July 16, 2018 Meeting

- ❖ Call to Order 6:34 pm
  
- ❖ Present:
  - Andy Leath
  - Bill Hunt
  - Larry Meadors
  - Jeff Regan
  - Mary Gail Anderson
  
- ❖ Additions to agenda
  - None
  
- ❖ No public comments
  
- ❖ Approval of minutes
  - 06.18.18 Meeting (with correction)
    - Motion: Bill Hunt / Second: Jeff Regan / Vote: Unanimous in favor
    - Correction: Removal of “no” from public comments section
  
- ❖ Approval of Financial Report:
  - n/a
  
- ❖ Old Business
  - No votes taken
  
- ❖ New Business
  - No votes taken
  
- ❖ Adjourn at 7:43 pm

Westmoreland Industrial Development Board  
Minutes for August 20, 2018 Meeting

- ❖ Call to Order 6:36 pm
  
- ❖ Present:
  - Bill Hunt
  - Britt Little
  - Jeff Regan
  - Mary Gail Anderson
  - Jacqueline Roberson
  
- ❖ Additions to agenda
  - None
  
- ❖ Public comments
  - None
  
- ❖ Approval of minutes
  - 07.16.18 Meeting
    - Motion: Jeff/ Second: Jacqueline / Vote: Unanimous in favor
  
- ❖ Approval of Financial Reports:
  - 06.30.18 Report
  - 07.31.18 Report
    - Motion: Britt/ Second: Jeff/ Vote: Unanimous in favor
  
- ❖ Old Business
  - No votes taken
  
- ❖ New Business
  - Motion: Mary Gail to get an itemized quote for professional cleaning of the 30K square foot space and office space from Serv-Pro.
    - Motion: Mary Gail/ Second: Britt/ Vote: Unanimous in favor
  
- ❖ Adjourn at 7:15 pm

Westmoreland Industrial Development Board  
Minutes for September 17, 2018 Meeting

- ❖ Call to Order 6:33pm
  
- ❖ Present:
  - Bill Hunt
  - Britt Little
  - Jeff Regan
  - Mary Gail Anderson
  - Jacqueline Roberson
  - Larry Meadors
  
- ❖ Additions to agenda
  - None
  
- ❖ Public comments
  - None
  
- ❖ Approval of minutes
  - 08.20.18 Meeting
    - Motion: Britt/ Second: Larry / Vote: Unanimous in favor
  
- ❖ Approval of Financial Reports:
  - 08.31.18 Report
    - Motion: Jeff/ Second: Jacqueline/ Vote: Unanimous in favor
  
- ❖ Old Business
  - No votes taken
  
- ❖ New Business
  - Motion: Andy to request appropriate variances for Project Stitch Option B, as needed, to BZA
    - Motion: Bill/ Second: Mary Gail/ Vote: Unanimous in favor
  
- ❖ Adjourn at 7:05pm

Westmoreland Industrial Development Board  
Minutes for October 15, 2018 Meeting

❖ **Call to Order**

- 6:40pm

❖ **Present**

- Andy Leath
- Britt Little
- Larry Meadors
- Jeff Regan

❖ **Additions to agenda**

- None

❖ **Public comments**

- None

❖ **Approval of minutes**

- 09.17.18 Meeting
  - Motion: Britt/ Second: Larry / Vote: Unanimous in favor

❖ **Approval of Financial Reports:**

- 09.30.18 Report
  - Motion: Jeff/ Second: Britt/ Vote: Unanimous in favor

❖ **Old Business**

- No votes taken

❖ **New Business**

- No votes taken

❖ **Adjourn**

- 7:10pm

Westmoreland Industrial Development Board  
Minutes for November 19, 2018 Meeting

❖ **Call to Order**

- 6:30pm

❖ **Present**

- Andy Leath
- Bill Hunt
- Britt Little
- Larry Meadors
- Mary Gail Anderson
- Jacqueline Roberson
- Jeff Regan

❖ **Additions to agenda**

- None

❖ **Public comments**

- None

❖ **Approval of minutes**

- 10.15.18 Meeting
  - Motion: Jeff/ Second: Bill / Vote: Unanimous in favor

❖ **Approval of Financial Reports:**

- 10.31.18 Report
  - Motion: Larry/ Second: Britt/ Vote: Unanimous in favor

❖ **Old Business**

- No votes taken

❖ **New Business**

- Approve lease agreement between IDB and Wilson Lumber as presented
  - Motion: Britt/ Second: Jacqueline/ Vote: Unanimous in favor
- Authorize Andy to solicit bids for Landlords Work (Exhibit C) and call special IDB meeting ASAP (date/time TBD)
  - Motion: Mary Gail/ Second: Bill/ Vote: Unanimous in favor
- Authorize Andy to secure line of credit/loan for funding to complete Landlords Work (Exhibit C)
  - Motion: Jeff/ Second: Larry/ Vote: Unanimous in favor
- Allow Kelly to request several quotes for 1500 gallons of propane and have tank filled
  - Motion: Mary Gail/ Second: Britt/ Vote: Unanimous in favor

❖ **Adjourn**

- 7:48pm

Westmoreland Industrial Development Board  
Minutes for December 10, 2018 Special Meeting

❖ **Call to Order**

- 6:37pm

❖ **Present**

- Andy Leath
- Bill Hunt
- Britt Little
- Larry Meadors
- Mary Gail Anderson
- Jacqueline Roberson
- Jeff Regan

❖ **New Business**

- Award bid to Garver with the stipulation that the project is to be completed January 31<sup>st</sup>, 2019 with a \$300 fee per calendar day until project is completed. If Garver does not accept or unable to comply, the same offer would apply to Curtis Construction.
  - Motion: Britt
  - Second: Jacqueline
  - Vote:
    - In favor
      - Bill
      - Britt
      - Larry
      - Mary Gail
      - Jacqueline
      - Jeff
    - Abstain
      - Andy

❖ **Adjourn**

- 7:38pm