

# Durant Industrial Authority

## MINUTES OF THE DURANT INDUSTRIAL AUTHORITY REGULAR MEETING April 13, 2020 AT 3:00 P.M.

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### 1) Call to Order –

Chairman, Chris Pierce called the meeting to order at 3:04 p.m., declared a quorum present, and opened the meeting.

### 2) Roll Call –

The following Durant Industrial Authority members were present: Steve Brittingham, Tammye Gwin, Brandon Johnson, Chris Pierce, Janet Reed, Jeff Shattuck, Ashley Stuteville

The following members were absent: Mike Goodwin, Jeff Hammock

The following guests were present: John Dean

### 3) Opening Invocation – Jeff Shattuck

### 4) Consideration and Action – Approval of Minutes of Regular Meeting for March 9, 2020.

A motion was made by Janet Reed to approve the minutes as presented. Ashley Stuteville seconds the motion. The motion carried by the following vote:

Aye: Steve Brittingham, Brandon Johnson, Chris Pierce, Janet Reed, Jeff Shattuck, Ashley Stuteville  
Nay: None

### 5) Review Industrial Authority Financial Reports

No Action Taken

The Authority reviewed the financial reports, provided in the April 13, 2020 packet.

### 6) Consideration and Action – Durant Industrial Claims – March 2020

The Authority reviewed the claims for the Durant Industrial Authority:

○ Cheryl Jackson .....	\$2,407.61
○ Durant Area Chamber of Commerce.....	\$1,385.00
○ Jennifer Taylor .....	\$150.00
○ John Jackson.....	\$2,407.60
○ Oklahoma Department of Commerce.....	\$7,020.66
○ <b>TOTAL.....</b>	<b>\$13,370.87</b>

Lisa Taylor informed the authority that she did not receive an invoice this month for janitorial services. A motion was made by Ashley Stuteville to approve the claims as presented. Jeff Shattuck seconds the motion. The motion carried by the following vote:

Aye: Steve Brittingham, Brandon Johnson, Chris Pierce, Janet Reed, Jeff Shattuck, Ashley Stuteville  
Nay: None

**7) Consideration and Action – Proposed Annual Budget for 2020-21.**

Discussion was held regarding the proposed annual budget. A motion was made by Janet Reed to approve the budget with the amendment of moving photocopies expenses of \$1,920.00 to office supplies and have the DIA get a printer for their office and pay for additional items as needed. Brandon Johnson seconds the motion. The motion carried by the following vote:

Aye: Steve Brittingham, Brandon Johnson, Chris Pierce, Janet Reed, Jeff Shattuck, Ashely Stuteville.  
Nay: None

**8) Monthly Update on Durant Industrial Authority Projects and Related Items for March 2020 – Lisa Taylor**

Monthly Update included in the April 13, 2020 packet. Lisa Taylor also reported that the RFQ for a business retention software as well as the Yukon auction was sent out at the beginning of the COVID-19 crisis. They have both been pulled back at this time.

**9) Information Items**

No Informational Items

**10) New Business**

No New Business

**11) Adjournment**

A motion was made by Janet Reed to adjourn the meeting. Seconded by Ashley Stuteville. The motion carried by the following vote:

Aye: Steve Brittingham, Brandon Johnson, Chris Pierce, Janet Reed, Jeff Shattuck, Ashley Stuteville  
Nay: None