

BAKER CORRECTIONAL DEVELOPMENT CORPORATION
&
BAKER COUNTY CORRECTIONS MANAGEMENT CORPORATION

Regular Board Meeting
Minutes

Wednesday, Wednesday, November 8th, 2017 - 2:00 PM
Baker County Sheriff's Office – Training Room

The meeting was Called to Order at 2:02p.m.

Board Members Present were: Jack Baker, Ed Barber, Mark Broughton, Chris Gazes and Sharon Padgett.

Invocation was led by S. Padgett and the Pledge of Allegiance was led by J. Baker.

Approval of the Agenda R. Komando asked to add the Trinity Services Group Agreement between items VI and VII; the amended agenda was unanimously approved.

Consent Agenda – a motion and second was made to approve the Minutes of October 18th, 2017, Regular Meeting, - unanimously approved.

Public Comment - None

Update Regarding Financing / Acquisition Status and Needs – E. Barber provided an update regarding the bank elements of efforts to secure a loan. J. Glover is currently working with two banks, and responses were provided to the bank who was seeking additional information. There is one term sheet, but the Chair is waiting for the second. The Chair indicates a plan to meet again with the USDA after more information is available. C. Gazes and M. Broughton doesn't want to agree to any floating rate or pre-payment penalty. J. Baker wants to stress the distinction between the terms offered by the banks in comparison of the direct loan program, emphasizing that the direct loan program is workable for the BCDC. The Board continues to discuss other aspects of the loan, including the floating rate, and cash flow. M. Broughton recommends further negotiations with the banks for more favorable terms.

Approval of Florida Power and Light Easement – J. Cox presents the survey and reason for the easement. A dumping station will be added to the side of the parking lot. Tanks will be installed, and FPL will need to install power. C. Gazes makes a motion to approve the easement as presented and authorize the Chair and Secretary to execute the appropriate documents; M. Broughton seconds the motion – the Board discusses related installation costs - unanimously approved.

Trinity Services Group Agreement – J. Cox presents the food services agreement which will be continued. The Board discusses the history of the food preparation from in-house to contract provider. The Board asks for the agreement to conform to the fiscal year.

Sheriff's Comments – no comment.

On-boarding Agreement – J. Cox discussed the request by the Trustee which would provide a list of people with access to the funds. Chair, Treasurer and M. Givens should have access. The Board would like to see the returns on how the money is invested.

UMB is also asking the BCDC to now begin filling different funds pursuant to the trust indenture. J. Cox would like to sit down with the Chair and Treasurer to review the financial expectations, which could be \$40,000-50,000.

Reminder regarding the Audit firm RFP – M. Givens the RFP responses are due on Wednesday, November 29th, and M. Givens anticipates completing the review and scoring (with the Treasurer) of the responses by December 4th or 5th. Expect the next agenda to include a decision regarding the selection of the audit firm at the December 6th meeting.

Board Comments

- Next meeting date - December 6th, 2017, at 2:00p.m.

The meeting was adjourned at 3:20p.m.