

**SOUTHERN GEORGIA REGIONAL COMMISSION
EXECUTIVE COMMITTEE MEETING
MINUTES
SGRC VALDOSTA OFFICE
APRIL 23, 2024
10:00 A.M.**

Members in Attendance:

Bennett, Neal
Duke, Buddy
Dunn, Jason
Evans, Joyce
Fender, Dennis
Gowen, Lee
King, Barbara

Staff Present:

Hobbs, Kimberly
Lovett, Roberta
New, Jennifer
Schultz, Kelly
Strom, Chris
Vining, Kim

CALL TO ORDER AND WELCOME: Chair Gowen called the meeting to order and welcomed Executive Committee members, staff and guests.

REVIEW AND APPROVAL OF DECEMBER 7, 2023 MEETING MINUTES: Chair Gowen reminded those present that the December 7, 2023 Executive Committee meeting minutes had been emailed to members (copy attached and made a part of these minutes). Buddy Duke made a motion to approve the December 7, 2023 meeting minutes. Barbara King seconded the motion. Motion carried unanimously.

REVIEW DUES SCHEDULE FOR FY2025: Chair Gowen called upon RC Finance Director Kelly Schultz to present the proposed dues schedule for FY2025. Ms. Schultz began by reminding members that the Department of Community Affairs mandates regional commissions use the latest population estimates to assess member dues annually. She explained that each year around this time, the RC gathers updated population information from the U.S. Census Bureau database and compiles a new dues schedule based on this updated estimate for each county. Ms. Schultz referred committee members to the dues schedule in their packets (copy attached and made a part of these minutes) and began explaining the information presented. She explained that the document compared the current FY2024 dues to the proposed FY2025 dues based on the 2022 and 2023 population estimates, respectively. She further explained that the per capita dues in this comparison remain the same across both years at \$1.25. Ms. Schultz concluded her presentation and asked if there were any questions. With no questions, Chair Gowen called for a motion to recommend the FY2025 dues schedule to the SGRC council for approval. Barbara King made a motion to recommend approval of the Dues Schedule for FY2024 to the full council. Neal Bennett seconded the motion. With no other discussion, the motion passed unanimously.

REVIEW CURRENT YEAR BUDGET AMENDMENT: Chair Gowen called upon RC Finance Director Kelly Schultz to present the Current Year Budget Amendment. Ms. Schultz reminded the executive committee that each year the RC performs an amendment to the initial RC budget developed at the beginning of the fiscal year. The reason for this, she stated, was that changes naturally occur during the fiscal year that cannot be foreseen. Ms. Schultz directed members to turn to the page in their packet entitled revenue comparison (copy attached and made

a part of these minutes). She then pointed out that the revenue comparison between the approved FY2024 budget and the proposed revised FY2024 budget illustrated an increase of \$15,589 in revenues over expenditures. Ms. Schultz stated that the increase reflects funding and timing issues throughout the year.

Ms. Schultz continued with a line-by-line explanation of the changes in revenues and expenditures. Ms. Schultz explained that most changes shown resulted from the timing of grants and contract awards, staff assignment changes, retirements and other factors.

Ms. Schultz stated that the original budget had indicated excess revenues of \$76,929, and the revised budget showed an increase of \$15,589 for a total of \$92,518 in revenues over expenditures for the revised FY2024 Budget. She then asked if there were any questions. Ms. Schultz answered questions from the committee. Light discussion ensued among committee members. Chair Gowen then asked for a motion. Buddy Duke made a motion to recommend the Current Year Budget Amendment for adoption by the full council. Jason Dunn seconded the motion. The motion passed unanimously.

APPOINTMENT OF NOMINATION COMMITTEE: Chair Gowen explained that the Executive Committee had a vacancy after former Mayor of Nahunta, Barbara Maefield, was not re-elected. Chair Gowen stated she would appoint the executive committee as the nomination committee to begin the process of filling the vacancy. Chair Gowen explained that the nomination committee would meet before the May 23, 2024 regular council meeting to review recommendations. Then, at the regular council meeting on May 23, 2024 the full council will have the opportunity to vote for and approve their recommendation. Neal Bennett made a motion for the appointment of the Executive Committee to serve as the Nomination Committee for the process of selecting a candidate to recommend to the full council to fill the current vacancy. Barbara King seconded the motion. Motion carried unanimously.

ADJOURN: With there being no other business, the meeting was adjourned.



Lee Gowen, Chair



Keith Stone, Secretary