

**Hilton Head Island
Economic Development Corporation
Personnel Committee
Minutes of Wednesday, May 1, 2014**

Members Present: Carlton Dallas, John Joseph, Tom Upshaw

Town Staff: Shawn Colin, Nancy Gasen, Brian Hulbert

1. Call to Order:

Chairman Dallas called the meeting to order at 8:15 a.m. at Town Hall in Conference Room 3.

2. Freedom of Information Act Compliance:

Public notification of this meeting has been published, posted, and mailed in compliance with the Freedom of Information Act and the Town of Hilton Head Island requirements.

3. Approval of Minutes: Minutes of April 23, 2014 were approved as presented.

4. Old Business: none

5. Appearance by Citizens on Items Unrelated to Today's Agenda

Jocelyn Metzger Staigar stated that on behalf of the Hilton Head Area Association of Realtors, we are very supportive of what the Economic Development Corporation is doing and we are poised and ready to help with grants. Kimberly Tatro of Lowcountry Business Circle stated that they are very interested in what the Economic Development Corporation is doing and are fully supportive.

At 8:20 a.m. Mr. John Joseph made a motion to go into Executive Session to discuss personnel issues and potential contractual arrangements. Mr. Upshaw seconded. The motion passed unanimously.

At 9:08 a.m. the Committee came out of Executive Session. As a result of Executive Session discussion, the following motions were made:

Mr. Joseph made a motion that the EDC Personnel Committee recommend that the Economic Development Corporation approve using a lease agreement between the Town and the EDC as the preferred employment structure for hiring an Executive Director and other employees. This lease-back arrangement should provide sufficient latitude to allow the EDC to enhance the benefits or other terms of employment of the Executive Director via contract provisions. Mr. Upshaw seconded. The motion passed unanimously.

Mr. Upshaw made a motion that the EDC Personnel Committee recommend to the Economic Development Corporation that they request that the Town budget for one or more FTEs associated with the FY2014/FY2015 budget submitted by the EDC. Mr. Joseph seconded. The motion passed unanimously.

Mr. Upshaw made a motion that the EDC Personnel Committee meet again on Thursday, May 8, 2014 at Town Hall in Conference Room 3 to review a draft of the lease agreement that will be recommended to the Economic Development Corporation. Individual input should be submitted to Mr. Shawn Colin. Mr. Joseph seconded. The motion passed unanimously.

6. Adjournment:

There being no further business, the meeting was adjourned at 9:15 a.m.

Respectfully submitted by Eileen S. Wilson

Carlton Dallas, Chairman

May 1, 2014

Approved by