

**BALD HEAD ISLAND TRANSPORTATION AUTHORITY**

**Board of Trustees**

**Regular Meeting**

**Wednesday, November 20, 2019**

Southport Community Building  
223 East Bay Street, Southport, NC 28461

**Minutes of Regular Meeting**

**ATTENDEES**

Trustees

Susan Rabon, Chair  
David Jessen, Treasurer  
Brad Smith, Vice-Chair  
Andy Sayre  
Kit Adcock  
John Fisher  
Rex Cowdry  
Jim Powell  
Robert Howard  
Jed Dixon (via teleconference)

Counsel and Clerk

Hal Kitchin, McGuireWoods LLP, Counsel to Authority  
Dickson McLean, McGuireWoods LLP, Counsel to Authority  
Ted Cole, Davenport & Company, LLC (via teleconference)  
Michele Windham, Clerk of City of Southport, Acting Clerk

Other Participants

Debra Straub, Interim Finance Officer for Authority (via teleconference)  
John Sainsbury, HMS (via teleconference)

Trustee (s) Absent

Landon Zimmer

**I. Call to Order and Welcome**

Chair Susan Rabon called the meeting to order at 9:16 a.m.

**II. Roll**

Ms. Windham called the roll. A quorum was declared.

**III. Ethics Statement**

Chair Rabon stated, "If any member of the Board knows of any conflict of interest or the appearance of a conflict of interest with respect to matters on the agenda, to *please so state it at this time.*"

No conflicts stated.

**IV. Approval of Minutes from October 16, 2019 Regular Meeting of the Board of Trustees**

Trustee Fisher motioned, seconded by Trustee Powell, to approve the October 16, 2019 regular meeting minutes. **Unanimous vote; motion carried.**

**V. Update and Report on Financial Affairs of the Authority**

The Financial Report of the Authority as of October 31, 2019 was posted to the online data room. (Complete report on file with Secretary.)

• Expenditures (since inception)	\$ 170,412.57
• Revenues over Expenses (account balance) as of 10-31-19	\$ 29,587.43
• Estimated Payables through October 2019	( 8,131.25)
• Projected Revenue over Expenditures	\$ 21,456.18
• Total Anticipated Costs – from bond proceeds	\$ 335,000.00

**IX. CLOSED SESSION**

Trustee Sayre motioned, seconded by Trustee Smith, to proceed to Closed Session:

(i) to prevent the disclosure of information that is privileged or confidential pursuant to the law of this State or the United States, including without limitation Section 132-1.2 of the North Carolina General Statutes, or not considered a public record within the meaning of Chapter 132 of the General Statutes; and (ii) to discuss the Authority's position in negotiating price and other material terms of a contract or proposed contract for the acquisition of real property by purchase, option, exchange, or lease; (N.C.G.S. § 143-318.11(a)(1), (5)).

**Unanimous vote; motion carried.**

Regular Meeting recessed at 9:19 a.m.

Closed Session commenced at 9:20 a.m., and then adjourned at 11:15 a.m.

Trustee Powell motioned, second by Trustee Sayre to return to Open Session.

**Unanimous vote; motion carried.**

Regular Meeting resumed at 11:16 a.m.

**X. Other Business**

Chair Rabon announced that the next regular Board meeting would be held Wednesday, December 18, 2019, at 9:15 a.m. in the Southport Community Building, 223 E. Bay Street.

**XI. Adjourn**

The November 20, 2019 meeting of the Bald Head Island Transportation Authority adjourned at 11:17 a.m.

\_\_\_\_\_  
Chair  
Bald Head Island Transportation Authority

Attest: \_\_\_\_\_  
Secretary  
Bald Head Island Transportation Authority

(SEAL)

\*\*\*\*\*

Trustee \_\_\_\_\_ moved to approve the foregoing, Trustee \_\_\_\_\_ seconded, and the motion was passed by the following vote:

Ayes: All Present Except as Otherwise Noted Below

Nays: \_\_\_\_\_

Not Voting: \_\_\_\_\_

Board Action Control Number: 2020 - \_\_\_\_\_