

MINUTES

Claremore Economic Development



Board of Trustees Regular Meeting

Location: On the Rocks Ranch

Address: 5483 E Caney River Rd., Claremore, OK 74055

Date: December 20, 2024 Time: 4:30 p.m.

CALL TO ORDER:

The meeting was called to order at 4:42 p.m. by Chairman Jerry Schivally, and a quorum was declared.

BOARD OF TRUSTEES PRESENT:

Mr. Schivally, Mr. Green, Mr. Neely, and Mr. Frazier were present.

BOARD OF TRUSTEES ABSENT:

Mr. Collins, Mr. Fleetwood and Ms. Stutzman Fortna were absent.

OTHERS PRESENT:

Staff: Meggie Froman-Knight, Colby Linder, Bailey Thompson, and Silas Ellis.

Catering Staff from SMOKE. Woodfire Grill were also within the meeting space area setting up for a post meeting dinner.

Colby Linder, Bailey Thompson and Silas Ellis left for Executive Session at 5:02 PM and returned following the conclusion of Executive Session.

DISCUSSION AND APPROVAL OF NOVEMBER, 2024, REGULAR MEETING MINUTES

Chairman - Jerry Schivally

Motion to Approve by: Mr. Neely

Second by Mr. Green

Motion Carried: Unanimously

DISCUSSION AND APPROVAL OF CLAREMORE ECONOMIC DEVELOPMENT FINANCIALS

Claremore Economic Development Management Report Ending November 30, 2024

Chairman - Jerry Schivally

Motion to Approve by: Mr. Neely

Second by: Mr. Frazier

Motion Carried: Unanimously

DISCUSSION AND APPROVAL OF CLAREMORE REGIONAL AIRPORT FINANCIALS

Airport Management Report Ending November 30, 2024

Chairman - Jerry Schivally

Motion to Approve by: Mr. Neely

Second by: Mr. Frazier

Motion Carried: Unanimously

DISCUSSION AND POSSIBLE ACTION ON APPROVAL OF CONSULTING SERVICES PROPOSALS FOR WORKFORCE ANALYSIS

Chairman - Jerry Schivally

Request for Quotation (RFQ) of Services was sent to six firms, resulting in four submitted proposals. Upon review, staff recommendation to the board was to contract with Lightcast Services, not to exceed \$40,000.

Motion to Approve by: Mr. Neely
Second by: Mr. Green
Motion Carried: Unanimously

MOTION AND VOTE TO ENTER INTO EXECUTIVE SESSION FOR THE FOLLOWING PURPOSES:

Chairman - Jerry Schivally

- a) *Conferring on matters pertaining to economic development for which public disclosure of the matters discussed would violate the confidentiality of the subject businesses authorized by Okla. Stat. tit. 25, Section 307(C)(11)*

Motion to Approve by: Mr. Green
Second by: Mr. Frazier
Motion Carried: Unanimously

MOTION AND VOTE TO ACKNOWLEDGE RETURN TO OPEN SESSION

Chairman - Jerry Schivally

Motion to Approve by: Mr. Neely
Second by: Mr. Frazier
Motion Carried: Unanimously

DISCUSSION AND POSSIBLE ACTION REGARDING ECONOMIC DEVELOPMENT PROJECTS

Chairman - Jerry Schivally

This item was struck from the Agenda

DIRECTOR'S REPORT

Executive Director - Meggie Froman-Knight

Meggie Froman-Knight shared with the board that CED and the City of Claremore won Partnership of the Year from the Tulsa Regional Chamber.

- a. **CLAREMORE REGIONAL AIRPORT UPDATE**
Airport Manager - Colby Linder

Colby Linder shared with the board that ODAA awarded the Airport with a grant that is a 50/50 split for a new Jet A truck. Construction is still progressing on the commercial box hangar. He announced to the board that Jimmy Hensley retired after 11 years of service to the Airport.

Comments, Announcements, and Other Business - Includes new business which could not have been foreseen at the time of posting of the Agenda.

Chairman- Jerry Schivally

ADJOURN:

Motion by Mr. Frazier

Second by Mr. Neely

Motion Carried Unanimously

Meeting adjourned: 5:47 pm

Staff Recorder:

A handwritten signature in black ink that reads "Bailey Thompson". The signature is written in a cursive, flowing style.

Bailey Thompson