

**Franklin County Industrial Building Authority
Work Session Agenda IDEAS/NOTES**

Noon – 1:30

1. Call to Order
2. Prayer
3. Pledge
4. Chairperson Announcement

5. Welcome
6. Establish Purpose of Authority by going through Creation Document
7. Executive Sessions/Project Confidentiality
8. Conflict of Interest
9. Statements made by individual versus as a rep of Authority
Ultra vires Acts

1:30 – 1:45 BREAK

1:45 – 2:15

10. Education about procedures in place now

 Budget vs Monthly Financial Statements
 Bank accounts
 Staff (role of economic director) job description

11. How projects come to Franklin County

2:15 – 3:00

12. Ideas to encourage future industrial improvement in County

Guest Speakers John Phillips and Chris Quigley

13. Ideas for internal improvement for Authority

A. Consider need for by-laws adoption

- i) Role and appointment of officers
- ii) Designate signatories for issuance of checks as funds
- iii) Designate officers to sign and act for the Authority in general or in any specific matters

- iv) Method to Balance bank account(s)
- v) Separation of tax funds from other revenues
- vi) Process for agenda creation

B. Need to create Ethics policy

14. Comments, suggestions and criticisms.

15. Adjourn.

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