

GROW Licking County Community Improvement Corporation

Special Board Meeting Minutes – 9:00 AM 8/8/2025

Licking County Chamber of Commerce

50 W Locust St, Newark, OH 43055

Minutes recorded by Amy Dell, Board Secretary

1. Call to Order and Roll Call - Chair Robertson

Call to order and roll call by Board Chair Robertson at 9:03 AM, 8/8/2025

Board Chair: Joseph Roberston - P	Jennifer Ellis-Brunn - P	Jim Roberts - P
Board Vice Chair: Corey Alton - P	Brandon Hess – E	
Board Treasurer: Erin Grigsby - P	Mark Johns - P	Staff:
Board Secretary: Amy Dell - P	Mark Mauter – P	Alexis Fitzsimmons - P
Dr. John Berry – E	Jennifer McDonald – P	Reaghan Willison - E
Tim Bubb - P	Robert Montagnese - P	Gabriel Kelvin - E
Mike Compton - P	Robert O’Neill - P	

Chair Robertson moved to excuse the absent member, and was seconded by Erin Grigsby; excusing the absent member was unanimously approved.

2. Welcome – Jennifer McDonald

3. Introduction of Guests - Chair Robertson

There were no guests in attendance.

4. Comments from Citizens - Chair Robertson

There were no comments from the public.

5. Executive Session - Chair Robertson

Prior to entering Executive Session, E.D. Fitzsimmons reviewed the materials she had prepared for the members, a draft of the Executive Director position description and a salary range analysis, and answered questions from the ensuing discussion.

Under ORC 121.22 under Section G-(1), Tim Bubb made a motion to enter Executive Session to review the appointment, employment, dismissal, discipline, promotion, demotion or compensation of a public employee or official, or the investigation of charges or complaints against a public employee, official, licensee, or regulated individual associated with GROW Licking County. Chair Robertson seconded. Unanimously approved to enter Executive Session at 9:50 AM.

At 10:27 AM, Mark Mauter made a motion to exit Executive Session, seconded by Mike Compton. All members unanimously agreed to exit Executive Session and resume the public meeting.

6. Items of Action - Chair Robertson

- Edits to the drafted **Executive Director Position Description** were identified, with updates to be made by Chair Robertson and circulated to the Board; posting will occur next week.
- **Search Committee Creation** – the following members will serve in this capacity: Cory Alton, Jennifer Ellis-Brunn, Brandon Hess, Mark Mauter, Jennifer McDonald, Rob O'Neill, and Joseph Robertson.

7. Adjournment - Chair Robertson

Mark Johns moved to adjourn the meeting, and Chair Robertson seconded. Unanimously approved. Chair Robertson adjourned the meeting at 10:33 AM.

The next regularly scheduled Board Meeting will be held on Monday, September 8, 2025, at Central Ohio Technical College.