



## Open Session Minutes

May 22, 2025

225 N. Center Street, Westminster, MD 21157

### I. Call to Order - virtual

The meeting was called to order at 9:00 am on May 22 by Sue Chambers.

Attendee Name	Title	Status
Sue Chambers	Chair	Present
Frank Dertzbaugh	Secretary	Present
Wanda Lynn	Treasurer	Present
Steve Bohn	Board member	Present
Carroll Yingling	Board member	Present

Other: Paige Sunderland, Dave Bowersox

### II. Approval of Minutes

Steve Bohn moved to approve the minutes.

**RESULT: ADOPTED**

**MOVER:** Steve Bohn

**SECONDER:** Carroll Yingling

**AYES:** Sue Chambers, Wanda Lynn, Steve Bohn, Frank Dertzbaugh, Carroll Yingling

### III. Treasurer Report

Ms. Lynn presented the report. She asked the Board for direction on investing funds from the checking account.

Carroll Yingling made a motion to have Wanda invest the funds in a CD or money market, at her discretion.

**RESULT: ADOPTED**

**MOVER:** Carroll Yingling

**SECONDER:** Steve Bohn

**AYES:** Sue Chambers, Wanda Lynn, Steve Bohn, Frank Dertzbaugh, Carroll Yingling



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Mr. Bohn made a motion to accept the Treasurer's Report.

**RESULT: ADOPTED**

**MOVER:** Steve Bohn

**SECONDER:** Carroll Yingling

**AYES:** Sue Chambers, Wanda Lynn, Steve Bohn, Frank Dertzbaugh, Carroll Yingling

IV. Tech Park lot sale update

Mr. Bowersox reported the contract has been signed and settlement is scheduled for June 3. He will review the documents in advance so Ms. Chambers can sign without being present that day.

Ms. Sunderland will notify Public Works that the lot no longer needs County lawn maintenance.

V. Economic Development update

Ms. Sunderland reviewed discussions of the Economic Development Work Group of the 2035 County Master Plan.

The Board asked Ms. Chambers and Ms. Sunderland to investigate brokerage services offered by MacKenzie Commercial.

VI. Grant

Ms. Sunderland asked the IDA to accept a grant, in an amount to be determined later, for the North Carroll Business Park.

Mr. Yingling made a motion to accept the grant.

**RESULT: ADOPTED**

**MOVER:** Carroll Yingling

**SECONDER:** Wanda Lynn

**AYES:** Sue Chambers, Wanda Lynn, Steve Bohn, Frank Dertzbaugh, Carroll Yingling

VII. Adjourn