



## Open Session Minutes

August 28, 2025

225 N. Center Street, Westminster, MD 21157

### I. Call to Order - virtual

The meeting was called to order at 9:00 am on August 28 by Sue Chambers.

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

Other: Paige Sunderland, Dave Bowersox, Mike Ensor

### II. Approval of Minutes

Carroll Yingling moved to approve the minutes.

**RESULT: ADOPTED**

**MOVER:** Carroll Yingling

**SECONDER:** Wanda Lynn

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

### III. Treasurer Report

Ms. Lynn presented the report. She renewed the Treasury Bill for a six-month term.

Carroll Yingling made a motion to approve the Treasurer's report

**RESULT: ADOPTED**

**MOVER:** Carroll Yingling

**SECONDER:** Sue Chambers

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



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IV. Brokerage services

The Board discussed the brokerage proposal from MacKenzie. The revisions requested were changed. Following discussion the Board voted on the matter.

Carroll Yingling made a motion to accept the contract.

**RESULT: ADOPTED**

**MOVER:** Carroll Yingling

**SECONDER:** Wanda Lynn

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

V. Economic Development update

Ms. Sunderland briefed the Board on department activities.

VI. Adjourn