Hilton Head Island
Economic Development Corporation

Minutes of Tuesday, July 22, 2014

Members Present: Maryann Bastnagel, Steven Carb, Carlton Dallas, John Joseph, Diana McKenzie, Steve Riley, Tom Upshaw, Ray Wenig

Town Council: Lee Edwards

Town Staff: Charles Cousins, Nancy Gasen, Susan Simmons, Eileen Wilson

1. **Call to Order:**
   Vice Chairman Bastnagel called the meeting to order at 9:00 a.m. in Conference Room 3 at Town Hall Hilton Head Island.

2. **Freedom of Information Act Compliance.**
   Public notification of this meeting has been published, posted, and mailed in compliance with the Freedom of Information Act and the Town of Hilton Head Island requirements.

3. **Approval of Minutes from July 14, 2014.**
   The minutes of July 14, 2014 were approved as presented.

4. **Old Business:** none

5. **New Business**:
   a. **Hargray Communications.** Mr. Chris McCorkendale, EVP stated that supporting local and regional economic development efforts and long-range goals is a key area of focus for Hargray. The Lowcountry Broadband initiatives allow us to address these goals where we "*Live, Work and Play*". As part of our long-range plan to upgrade and deliver next-generation Internet connectivity to the local market, Hargray has developed a roadmap, referred to as Lowcountry Broadband, consisting of the following key initiatives:

      Commercial Wi-Fi—Provide customized Wi-Fi solutions for the enterprise, hospitality and tourism sectors.

      Premium Home—Provide personalized Wi-Fi and Internet solutions and top-tier support services to ensure a best-in-class in-home experience.

      Commercial Gigabit Services—Provide scalable gigabit connections for commercial clients.

      Fiberhoods—Provide robust gigabit fiber connectivity to committed communities seeking enhanced services.
      WiFi Cloud—Provide extensive Wi-Fi cloud coverage in public gathering places.

b. **Recommendation of candidate for the position of Executive Director.** Mr. Dallas made a motion that the EDC approve Mr. Don Kirkman as the Executive Director of the EDC. Mr. Joseph seconded. The motion passed unanimously. It was announced that Mr. Kirkman will report on August 18, 2014.
c. **Discussion of EDC Office Options.** Mr. Riley presented three current options for office space. The consensus is that before going any further, decisions need to be made regarding how many offices will be needed, conference room and reception area. The Town has offered the use of an empty office to Mr. Kirkman until permanent space can be found.
d. **Update on EDC Logo.** Mr. Joseph handed out seven proposed logo designs for the EDC. Mr. Joseph asked the EDC members to provide their input and selection of logo to him by August 5, 2014.
e. **Update of Web Development Project.** Ms. McKenzie and Ms. Bastnagel presented a summary of five website vendors that they have met with and narrowed that list down to two vendors (Smart Marketing Communications and Webheads, Inc.) Both vendors are under $5,000. Ms. McKenzie stated that she and Ms. Bastnagel spoke with Mr. Kirkman and he was all for this getting started prior to him arriving in August.

   Mr. Dallas made a motion that Ms. McKenzie and Ms. Bastnagel meet with the two vendors and move forward with one of them soon with a ceiling of $5,000. Mr. Wenig seconded. The motion passed unanimously.

6. **Appearance by Citizens.** None

7. **Executive Session.**

   At 10:25 a.m. Ms. McKenzie made a motion to go into executive session for discussion of negotiations incident to potential contractual arrangements. Mr. Joseph seconded the motion. The motion passed unanimously. At 10:52 a.m. the meeting opened and no action was needed from executive session.

8. **Adjournment.**
   There being no further business, the meeting was adjourned at 10:55 a.m.

Respectfully submitted:

Eileen S. Wilson
Sr. Administrative Assistant
Community Development

Approved 8/12/2013
Thomas Upshaw, Chairman