



**Birmingham-Jefferson County Port Authority**  
Meeting Minutes for November 9, 2020

1. Quorum present at 11:02 AM
  - a. Roll call conducted by D. Russell
  - b. Member Present: M. Swinson, M. McTier, C. Pilcher, and S. Ward
  - c. Members Absent- J. Porter
  - d. Also, Present: Synergy Consulting Group, LLC (Executive Director), The Jones Group (Governmental Affairs), and TFJ Law (Board's Attorney), Sheppard-Harris, KR McKenzie, Kirk Atkinson
2. Accept the October 12, 2020 Minutes as written
  - a. Motion by Mahari McTier
  - b. 2<sup>nd</sup> by Sharon Ward
  - c. Approved
3. Mike Swinson nominated Sharon Ward to be the Secretary/Treasure for the Birmingham-Jefferson County Port Authority
  - a. Motion by Mike Swinson
  - b. 2<sup>nd</sup> By Mahari Mctier
  - c. Approved
    - i. Chad Pilcher- Yes
    - ii. Mike Swinson- Yes
    - iii. Mahari McTier- Yes
    - iv. Sharon Ward- Yes
  - d. Absent- Jonathan Porter
4. The new committee assignments are
  - i. Finance Committee
    1. Chair- Sharon Ward
    2. Member- Mahari McTier
  - ii. Legal and Planning Committee
    1. Chair- Mahari McTier
    2. Member- Chad Pilcher
  - iii. Marketing and Planning
    1. Chair- Jonathan Porter
    2. Member- Sharon Ward
  - b. Motion by Sharon Ward
  - c. 2<sup>nd</sup> by Chad Pilcher
  - d. Approved
    - i. Sharon Ward- Yes
    - ii. Mahari McTier- Yes
    - iii. Chad Pilcher-Yes



- iv. Mike Swinson- Yes
    - e. Absent- Jonathan Porter
  - 5. Finance Committee Report- Banking Update
    - i. The bank account balance was presented.
    - ii. October's Budget was over budget.
    - iii. The Birmingham-Jefferson County Port Authority will adopt the Alternative Budget #3A for the FY2021
      - 1. Motion by Sharon Ward
      - 2. 2<sup>nd</sup> by Mahari McTier
    - iv. Approved
      - 1. Sharon Ward- Yes
      - 2. Mahari McTier- Yes
      - 3. Mike Swinson- Yes
      - 4. Chad Pilcher- Abstain
    - v. Absent- Jonathan Porter
  - 6. Meeting adjourn at 12:18 PM
  - 7. Next meeting will be a Special Called Meeting on Friday, November 13, at 11 AM.