



Open Session Minutes

October 1, 2025

225 N. Center Street, Westminster, MD 21157

I. Call to Order

The meeting was called to order at 9:00 am on October 1 by Sue Chambers.

Attendee Name	Title	Status
Sue Chambers	Chair	Present
Frank Dertzbaugh	Secretary	Via phone
Wanda Lynn	Treasurer	Present
Steve Bohn	Board member	Via phone
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: Wanda Lynn

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

III. Treasurer Report

Ms. Lynn presented the report. She noted the annual audit is complete though the report has not been finalized yet.

Steve Bohn made a motion to approve the Treasurer's report

RESULT: ADOPTED

MOVER: Steve Bohn

SECONDER: Frank Dertzbaugh

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



Open Session
Minutes

IV. Dulaney property

The Board discussed the potential of developing the property as an Employment Campus. The appraisal should be updated before discussing selling any land. In addition, the Board would like to do a field visit to the site and asked Ms. Sunderland to coordinate these items.

The Board discussed sending a letter to the Board of Commissioners officially requesting title to the property.

Frank Dertzbaugh made a motion to have the Board send the letter to the Commissioners.

RESULT: ADOPTED

MOVER: Frank Dertzbaugh

SECONDER: Steve Bohn

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

V. Economic Development update

Ms. Sunderland briefed the Board on department activities. The Board of Commissioners are requesting all Boards and Commissions to review their Bylaws and correct if necessary. The IDA Board is included in this request.

VI. Adjourn