

MARYLAND SMALL BUSINESS DEVELOPMENT FINANCING AUTHORITY

OPEN MEETING MINUTES

June 23, 2022

The regular meeting of the Maryland Small Business Development Financing Authority convened at 1:00 p.m. via teleconference only at 470-869-2200/meeting ID 428-245-6027 due to the COVID-19 pandemic.

The following were in attendance at this meeting:

Authority Members	MMG Staff
Les Hall	Randy Croxton
Laura Pasternak	Mark Harrison
Gina Ramsey	Anthony Williams
Kenny Oreagba	Mike Howard
Clem Kaikis	Stanley Tucker
Chuck Martin	Robin Harris

**Attorney General's Office
Barbara Kountz, Deputy Counsel**

AGENDA

MINUTES

May 12, 2022

EXTENSIONS

Care Management Consulting, LLC

Glam Institute Academy of Nail Technology, LLC- **Withdrawn. The loan closed today.**

Lyles Cleaning Services, LLC

RENEWAL

Williams Consulting, LLC

MODIFICATION

JesseJay's, LLC

The closed session of May 12, 2022, meeting was summarized. The Authority Board meeting was attended by Les Hall, Clemis Kaikis, Gina Ramsey, Laura Pasternak, Kenny Oreagba, Mara Sierocinski, and Chuck Martin. The meeting was closed to comply with requirements of the Maryland Public Information Act so that there would not be disclosure of confidential, commercial, and financial information associated with the applicants. The meeting was closed to discuss the renewal of MainStreet Technologies, Inc. and the new request of Le Ravishe, LLC. Both requests were approved.

1. MainStreet Technologies, Inc. – Renewal of \$500,000 contract financing line of credit
2. Le Ravishe, LLC - \$40,000 EPIP line of credit and \$25,000 EPIP term loan

MINUTES

May 12, 2022

Action Taken: Upon motion duly made and seconded, the Authority unanimously approved the minutes as presented.

NOTE: Kenny Oreagba and Chuck Martin were not present during this request.

EXTENSION

Presenter: Randy Croxton

Applicant: Lyles Cleaning Services, LLC

Loan Amount: \$150,000 Line of Credit (mobilization of up to \$25,000)

Original Approval Date: February 11, 2016

Comments: Approval was requested for a 60-day maturity date extension of the line of credit through August 25, 2022, to allow more time for the transition of the company from MSBDFA to MMG's MCBIF VLT Fund to close.

Discussion: There was limited discussion regarding the status of the approval of the MCBIF financing and the need for a 60-day extension.

Action Taken: Upon motion duly made and seconded, the Authority unanimously approved the request as presented.

NOTE: Chuck Martin was not present during this request.

EXTENSION

Presenter: Randy Croxton

Applicant: Care Management Consulting, LLC

Loan Amount: \$200,000 Line of Credit

Original Approval Date: February 27, 2020

Comments: Approval was requested to extend the line of credit maturity date to August 25, 2022, to allow time to review the company's financial statements in preparation for a renewal.

Discussion: The following was discussed:

- a) Reason(s) for the December 31, 2021, financial statements not being submitted as requested
- b) Requiring the borrower to submit the December 31, 2021, and the June 30, 2022, financial statements in preparation for a renewal request. At minimum the March 31, 2022, financial statements will be acceptable
- c) The borrower's risk of losing access to its line of credit

Action Taken: Upon motion duly made and seconded, the Authority unanimously approved the request as presented. MMG was encouraged to communicate the need for the borrower to submit the required financial statements in time to submit a renewal request by the August 25, 2022, meeting. The facility will not be extended beyond this period.

The Open Meeting then closed at 1:15 p.m. upon motion made and seconded, and approved by all voting members, the meeting was closed pursuant to General Provisions Article, Section 3-305(b) (13), “to comply with a specific... statutory... requirement that prevents public disclosures about a particular proceeding or matter”, that is, the Maryland Public Information Act prohibits disclosure of trade secrets, confidential commercial and confidential financial information. Chairman Les Hall signed the Presiding Officer's Written Statement for Closing a Meeting under the Open Meetings Act, which is attached to these minutes as an exhibit.

NOTE: Clem Kaikis was not present during the closing of the Open Meeting.

APPROVED:


Celester A. Hall
Chairman

DATE:

9-20-22

MARYLAND SMALL BUSINESS DEVELOPMENT FINANCING AUTHORITY

**PRESIDING OFFICER'S WRITTEN STATEMENT FOR CLOSING A MEETING
UNDER THE OPEN MEETINGS ACT
(General Provisions Article § 3-305)**

1. Recorded vote to close the meeting:

Date: June 23, 2022

Time: 1:30 pm – 1:55 pm

Location: Held by conference call only due to COVID 19 pandemic at
470.869.2200/428 245 6027

Motion to close meeting made by: Laura Pasternak; Seconded by Gina Ramsey

Vote to Close Session:

	AYE	NAY	ABSTAIN	ABSENT
Celester Hall, Chair, Designee Secretary of Commerce	[x]	[]	[]	[]
Clemis Kaikis, designee of Comptroller	[]	[]	[]	[x]
Charles Martin	[x]	[]	[]	[]
Kehinde Oreagba	[x]	[]	[]	[]
Laura Pasternak	[x]	[]	[]	[]
Sharon Pinder	[]	[]	[]	[x]
Gina Ramsey	[x]	[]	[]	[]
Mara Sierocinski	[]	[]	[]	[x]

2. Citation of statutory authority to close session (check all that apply): This meeting is being closed under General Provisions Article § 3-305(b), only:

____ (1) To discuss the appointment, employment, assignment, promotion, discipline, demotion, compensation, removal, resignation, or performance evaluation of appointees, employees, or officials over whom this public body has jurisdiction; any other personnel matter that affects one or more specific individuals;

___ (2) To protect the privacy or reputation of individuals concerning a matter not related to public business;

___ (3) To consider the acquisition of real property for a public purpose and matters directly related thereto;

___ (4) To consider a matter that concerns the proposal for a business or industrial organization to locate, expand, or remain in the State;

___ (5) To consider the investment of public funds;

___ (6) To consider the marketing of public securities;

X (7) To consult with counsel to obtain legal advice on a legal matter;

___ (8) To consult with staff, consultants, or other individuals about pending or potential litigation;

___ (9) To conduct collective bargaining negotiations or consider matters that relate to the negotiations;

___ (10) To discuss public security, if the public body determines that public discussion would constitute a risk to the public or to public security, including: (i) the deployment of fire and police services and staff; and (ii) the development and implementation of emergency plans;

___ (11) To prepare, administer, or grade a scholastic, licensing, or qualifying examination;

___ (12) To conduct or discuss an investigative proceeding on actual or possible criminal conduct;

X (13) To comply with a specific constitutional, statutory, or judicially imposed requirement that prevents public disclosures about a particular proceeding or matter;

___ (14) Before a contract is awarded or bids are opened, to discuss a matter directly related to a negotiating strategy or the contents of a bid or proposal, *if* public discussion or disclosure would adversely impact the ability of the public body to participate in the competitive bidding or proposal process.

3. Disclosure of the topics to be discussed, for each citation checked above:

§3-305(b)(13) topics: Discussion and evaluation of the applications received from potential borrowers for financial assistance under programs of the Maryland Small Business Development Financing Authority, which applications include the disclosure of financial information of private individuals and confidential commercial and financial information.

§3-305(b)(7) topics: Legal advice from counsel to the Authority with respect to the applications.

4. For each topic listed in #2, disclosure of the reason for discussing it in closed session rather than in open session:

§3-305(b)(13): Financial information of private individuals is protected from disclosure under the Maryland Public Information Act (§4-336) and confidential commercial and financial information is protected from disclosure under the Maryland Public Information Act (§4-335).

§3-305(b)(7): Protection of the attorney-client privilege.

This statement is made by Celester Hall, Chair of the Maryland Small Business Development Financing Authority, Presiding Officer.


Celester Hall
Chair