**VAN ALSTYNE ECONOMIC DEVELOPMENT CORPORATION**

 **MINUTES - REGULAR MEETING**

**Monday, October 23, 2017**

**9:00 AM**

**228 E. Marshall - VAN ALSTYNE, TEXAS**

1. **Call to Order and Introduction of Guest(s):** *President Kaaren Teuber called the meeting to order at 9:05 AM*

**Present:** *Kaaren Teuber, J.D. Ballard, Darin Clum and Jodi Carr*

**Absent:** *James Lewis and David Hips*

**Guests*:*** *Brenda McDonald and Robert Jaska with the Chamber of Commerce; Paul Kirley and Doti Izzi*

1. **Public Comments and/or Comments by City Officials:** *None*
2. **Discuss/Action: Chamber of Commerce Agreement:** *Ms. Carr informed the Board that annually we review and sign a contract with the Chamber regarding the building use and key agreement. She stated that the Board asked to speak with the Chamber president regarding the financial health of the Chamber. The Chamber has been requested a few times to help pay for cleaning the office, which they never responded to, and sharing the expenses of paper goods and possibly assisting with utilities or rent. Ms. McDonald advised that the Chamber has no revenue coming in except for their fundraisers, they are unable to pay rent, and if it is a problem for the Chamber to office here they will find another spot. Mr. Jaska reviewed the income and expenses of the Chamber. No Action.*
3. **Enter into closed Executive Session pursuant to Chapter 551, Texas Government Code for deliberation regarding:** *Before going in to Executive Session, President Teuber welcomed new board member, Darin Clum. The Board went in to Executive Session at 9:54 AM.*
4. **Section 551.074 Deliberations Regarding Personnel Matters:**
	* 1. **to deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee; or**
		2. **to hear a complaint or charge against an officer or employee**

 **EDC Director, Board Member**

* 1. **Section 551.087 Deliberation regarding Economic Development negotiations**
		1. **to discuss or deliberate regarding commercial or financial information that the governmental body has received from a business prospect that the governmental body seeks to have locate, stay or expand in or near the territory of the governmental body and with which the governmental body is conducting economic development negotiations;**
		2. **to deliberate the offer of a financial or other incentive to a business prospect described by Subdivision (i)**

 **Project Chicken**

* 1. **Section 551.072 Deliberation regarding real property**
		1. **to deliberate the purchase, exchange, lease or value of real property if deliberation in an open meeting would have a detrimental effect on the position of the governmental body in negotiations with a third person**

 **Project 1234**

 **Reconvene into Open Session:** *The Board reconvened at 10:17 AM.*

1. **Action as a result of Executive Session:** *No Action.*
2. **Discuss/Action: Officer Election:** *J.D. Ballard made a motion to elect James Lewis as Secretary of the EDC Board. Darin Clum seconded the motion. Motion carried unanimously.*
3. **Discuss/Action: Position Upgrade:** *Darin Clum made a motion to promote Jodi Carr to Executive Director. J.D. Ballard seconded the motion. Motion carried unanimously.*
4. **Discuss/Action: Approval of Minutes 6-26-17 and 9-22-17 Regular Meetings:** *Regarding June minutes,**President Teuber advised that a former board member requested the meeting minutes be officially transcribed which we discovered would be too costly an expense. Mr. Lewis had made a motion in July that we keep the recording and construct the minutes ourselves. Mr. Ballard made a motion to accept the minutes of the June 26th meeting, which he had attended, as presented. Kaaren Teuber seconded the motion. Darin Clum abstained. Motion carried.*

*Kaaren Teuber made a motion to accept the minutes of the September 22nd meeting. J.D. Ballard seconded. Darin Clum abstained. Motion carried.*

1. **Discuss/Action: Approval of Financial Reports for September 2017*:*** *Kaaren Teuber presented the financial reports for September. Doti advised that Timmerle Kelly (previous Treasurer) made journal entries to finalize the financials for the fiscal year end. Jodi Carr reported the Sales Tax revenue is now electronically deposited into the bank account. J.D. Ballard made a motion to accept the financial reports for September 2017. Darin Clum seconded. Motion carried unanimously.*
2. **Discuss/Action: Industrial Park Updates:** *A new mowing company is servicing the Industrial Park and doing a fantastic job. Lot 5 is now available.* *Mr. Ballard advised the board that the rail spur needs to be repaired this year. The Board approved these repairs on September 22; we are waiting for the repair company to finalize a date with us.*
3. **Discuss/Action: By-Laws Revision/Updates:** *The Board was given an updated version of the By-Laws. Ms. Teuber stated that we would like to get it before City Council at their next regular meeting in November. Mr. Clum made a motion that the Board review the updated By-Laws by this Friday, October 27th, and get back to Jodi. Mr. Ballard seconded the motion. Motion carried unanimously.*
4. **Discuss/Action: Legal Representation:** *We will utilize the services of TML and contact appropriate lawyers as needed.*
5. **Discuss/Action: EDC Interlocal Agreement:** *Board will review document.**Tabled until next meeting.*
6. **Discuss/Action: ED Conference:** *Ms. Carr advised the board that Councilman Thomas sent her information about an Economic Development conference that is being held in Bastrop in November. J.D. Ballard made a motion to have Jodi go to the Conference. Darin Clum seconded the motion. Motion carried unanimously.*
7. **Discuss/Action: Change November Meeting Date, November 20:** *Mr. Clum made a motion to change the November meeting date to Monday, November 20th, at 9:00 AM. J.D. Ballard seconded the motion. Motion carried unanimously.*
8. **Director’s Report of EDC Monthly Activities:** *Ms. Carr presented her Monthly Director’s Report to the Board. She advised that the conference she attended was excellent and that we received a merit award from TEDC for our EDC efforts. Ms. Carr asked the Board if they would be willing to take headshots for our website; all members agreed. The Board decided not to archive the EDC Facebook page with the City’s.*
9. **Comments of President and Board Member(s):** *None.*
10. **Adjourn*:*** *J.D. Ballard made the motion to adjourn. Darin Clum seconded. Motion carried unanimously. The meeting adjourned at 11:16 AM.*

***Special Called Meeting, Wednesday, November 8, at 9:30 AM.***

***Board Working Luncheon, Wednesday, November 8, at 11:45 AM.***

***Regular Meeting, Monday, November 20, 2017, at 9 AM.***

**Minutes respectfully submitted by Doti Izzi and Jodi Carr October 27, 2017**