**Van Alstyne Economic Development Corporation**

**Minutes**

**Regular Board Meeting**

**228 East Marshall**

**Van Alstyne, TX 75495**

**Friday, December 19, 2014, 9:00 a.m.**

**A QUORUM OF CITY COUNCIL MEMBERS MAY OR MAY NOT BE PRESENT. NO ACTION OF THE CITY COUNCIL WILL BE TAKEN AT THIS MEETING.**

1. **Call to order-Recognition of Guests:** The meeting was called to order by Arthur Atteberry, Board President at 9:09 a.m.

**Present:** Arthur Atteberry; Timmerle Kelly; Kaaren Teuber; City Manager Frank Baker; Nathan Petri; Kanita Larkins; and April Edwards.

**Absent:**  Nicholas Williams

**Guests:**  None.

1. **Minutes from previous meeting:** Minutes from the regular board meeting of October 24, 2014 were reviewed by the board**.** There was no meeting on November 21, 2014 because there was not a quorum.Kaaren Teuber made a motion to accept the minutes. Timmerle Kelly 2nd the motion. Motion carried.

1. **Treasurer’s Report:** The financial reports for the months of October and November 2014 were reviewed by the board members. Timmerle Kelly reported to the board members that the sales tax revenue has increased. Kanita Larkins informed the board that the value of the land at the rail spur listed on the balance sheet is substantially more than what the Grayson County Appraisal District has on its records. Timmerle Kelly instructed Kanita Larkins to bring this to the auditor’s attention. Arthur Atteberry made a motion to accept the financial reports for the months of October and November 2014. Karen Teuber2nd the motion. Motion carried.
2. **Recess into closed session pursuant to Chapter 551, Texas Government Code for deliberation regarding: Section 551:072, Real Property:** *Went into closed session at 9:10 a.m.*

**a. Deliberate the purchase, lease and value of real property located at industrial park.** *Out of closed session at 9:36 a.m.*

1. **Discuss/Action: Real property located at Industrial Park:** No action at this time.
2. **Discuss/Action: Repairs and maintenance at Industrial Park:** Kanita Larkins provided examples of various entrance signs of other communities. The board members agreed on an entrance sign and instructed Kanita Larkins to get an estimate from Jack Crockett. Kanita Larkins informed the board that the lots have not been mowed because of all the rain we have received in the past few weeks. She will continue to stay in contact with Chris Baas to determine when the lots can be mowed. Kanita Larkins provided a bid from First Class Services on electrical work that needs to be done at the entrance sign. Brothers’ Electrical (local electricians) quote is $930.00 and First Class Services’ (out of Sherman) quote is $1,900.00. Kaaren Teuber recommended that Kanita Larkins contact Bob Meinen as he is a local. Kanita Larkins will call Mr. Meinen and return to the board members with his quote.
3. **Update: VAEDC Website:** Kanita Larkins reported to the board that she is currently in the process of posting commercial properties listings on website. Timmerle Kelly suggested that Kanita Larkins contact the website designer to provide a link of these listings to the City website page.
4. **Update: TCOG Maps**: Kanita Larkins has been working with TCOG (Texoma Council of Governments) in creating an updated zoning map. It has been several weeks since she has checked in with TCOG. She will follow up on this matter.

**9. Update: Palladium:** City Manager Frank Baker reported to the board members that Palladium developer and owner Tom Huth is scheduled to before City Council on January 13, 2014 with an updated agreement.

**10. Discuss/Action: Terms of current board members and election of board officers:**  Nathan Petri informed the board that he has recently received a promotion at Landmark Bank that will require him to travel to other branches. As a result of his added responsibilities he does not have feel he has the time available to serve on the board and he requested to step down effective immediately. City Manager Frank Baker recommended that Nathan Petri prepare a written resignation and forward to Kanita Larkins as the administrative coordinator. Kanita Larkins was instructed to put an advertisement in the Van Alstyne Leader that VAEDC is currently taking applications for a board member.

**11. Discuss/Action: Changing date and time of monthly VAEDC board meeting.** Discussion regarding changing the date and time of board meeting was discussed. A time and day of the week could not be agreed upon and a decision was made to postpone making a decision until board vacancy had been filled.

**12.** **Upcoming Training and Seminar:** Kanita Larkins informed the board members that there are not any seminars currently scheduled but there is an upcoming Sales Tax workshop in Richardson. Kaaren Teuber requested that she be notified of the information of the Sales Tax workshop as she would be interested in attending. Kanita Larkins will provide Kaaren Teuber of the date, time and venue of this workshop.

**13. Report Regarding “Texas Women in Economic Development” Conference:** Kaaren Teuber, Timmerle Kelly, and Kanita Larkins attended a two-day conference in Dallas Texas on November 18– 19, 2014. Kaaren Teuber and Timmerle Kelly stated they believed this conference was more geared for staff of economic development organizations and was not very beneficial to them as board members. Kanita Larkins shared that the conference allowed her to visit and network with other EDO staff members about their experiences.

**14. Update on SWOT Analysis Workshop:** The SWOT Analysis Workshop that was previously scheduled for November 13, 2014 had to be rescheduled. After the holidays Kanita Larkins will begin getting dates from Dr. Spies, VAISD Superintendent, and the other persons who participated in the in the initial workshop.

**15. Comments of President, Mayor, and City Manager:** None.

**16. Adjourn:** Arthur Atteberry made the motion to adjourn. Kaaren Teuber 2nd the motion. Motion carried. Adjourned at 10:20 a.m. The next regular board meeting is scheduled for **January 23, 2015 at 9:00 a.m.**

Minutes respectfully submitted by April Edwards and Kanita Larkins 12/19/2014