**Van Alstyne Economic Development Corporation**

**Minutes – Regular Board Meeting**

**155 E. Preston St.**

**Wednesday, November 18, 2020**

**To begin following culmination of Van Alstyne CDC Meeting**

**A QUORUM OF THE CITY COUNCIL MEMBERS MAY OR MAY NOT BE PRESENT. NO ACTION OF THE CITY COUNCIL WILL BE TAKEN AT THIS MEETING. VISITORS WISHING TO SPEAK MUST BE RECOGNIZED BY THE PRESIDENT OF THE BOARD AND LIMIT COMMENTS TO 2 MINUTES.**

1. **Call to order - Recognition of guest(s)**

**The meeting was called to order at 7:56 p.m. Present were board members David Sileven, Mark Moss, Robert Jaska, Sherry Jeffcoat, Brad Clough and Executive Director Rodney Williams**

**2. Discuss/Action: Approval of minutes from previous meeting: October 8, 2020 regularly scheduled meeting.**

**Robert Jaska made a motion to approve the minutes as presented with a second from Sherry Jeffcoat. The motion passed unanimously, 5-0.**

**3. Discuss/Action: Adoption of revised personnel policy**

**David Sileven presented the personnel policy with an amended paragraph under “Holiday Leave”. Mark Moss also found a typo. Robert Jaska made a motion to approve the personnel policy with the revised paragraph and the typo correction. Sherry Jeffcoat seconded the motion and it passed 5-0.**

**4. Discuss/Action: Industrial Park update**

**Rodney Williams updated the Board on the timeline for the infrastructure project for Phase II of Cold Springs Industrial Park and delivery of a survey to DreamLine to facilitate scheduling the closing on 5 acres of land in Phase II. There was also discussion regarding street lighting and semi-trucks parking overnight on the street.**

**5. Discuss/Action: Revised agreement letter with the Van Alstyne Chamber of Commerce**

**The Board followed up the discussion as had in the prior Community Development Corporation meeting. The Board discussed delivery of a key to Robert Jaska as he sits on both the VACED board and the Van Alstyne Chamber of Commerce board since its paid employee would be here typically during weekday work hours. Brad Clough made a motion to instruct Rodney Williams to change wording in the letter regarding the key to state that one would be given to Robert Jaska. Mark Moss seconded the motion and it passed 5-0.**

**6. Discuss/Action: Board member resignation**

**A resignation letter from Wayne Womack dated November 13, 2020 was presented to the Board. Sherry Jeffcoat made a motion to formally accept the letter of resignation. Mark Moss seconded the motion and it passed 5-0.**

**7. Discuss/Action: Approval of treasurer’s report**

**Discussion was had regarding pre-existing line items from the previous fiscal year. Robert Jaska made a motion to approve the report as presented with a second from Mark Moss. The motion passed 5-0.**

**8. Discuss/Action: Director’s report**

**Rodney Williams presented his monthly activities report. The Board collectively stated its desire to cancel the December meeting.**

**9. Recess into closed session pursuant to Chapter 551, Texas Government Code for deliberation regarding:**

1. **Section 551.074 – to deliberate or discuss the appointment, employment, evaluation, reassignment of duties, discipline, or dismissal of a public officer or employee;**
2. **Reconvene into open session**

**10. Discuss/Action: Take any action as a result of closed session**

**Robert Jaska made a motion to approve the performance review and 10% salary increase for Executive Director Rodney Williams as recommended by the performance review committee and to be split 50-50 with the Community Development Corporation. Sherry Jeffcoat seconded the motion and it passed 5-0.**

**11. Closing comments**

**David Sileven wished everyone a safe and happy holiday.**

**12. Adjourn**

**Robert Jaska made a motion to adjourn the meeting at 8:22 p.m. It was seconded by Brad Clough and passed 5-0.**

**Respectfully submitted by Rodney Williams.**