

MEETING MINUTES

NOTICE OF A REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE WHITEWRIGHT ECONOMIC DEVELOPMENT CORPORATION WAS HELD AT THE WEDC/CHAMBER OFFICE – 111 W. GRAND, ON MONDAY, DECEMBER 12, 2022 COMMENCING AT 5:30 P.M.

1. **Attendance/Notice of Meeting:**

- 1.1. Board Members: Diana Scott, Erick Elwell, Sal Saenz
- 1.2. Board Members Absent: Marven Arterberry
- 1.3. Guests: Allen Walker, Karri Donoho
- 1.4. Notice of Meeting: To be accepted and received as posted and distributed.
- 1.5. Called to Order: At 5:30 PM Erick Elwell, Board Member called this meeting to order.

2. **Visitor's/Citizens Forum:** At this time, any person with business not scheduled on this Agenda may speak to the Board. No formal action can be taken on these items at this meeting. None.

3. **Action Items:**


- 3.1. Approve Minutes from November 7, 2022 Regular Meeting. Motion to Approve: Diana Scott. Seconded: Sal Saenz. Motion carried 3-0.
- 3.2. Approve November 2022 Financial Report. Motion to Table Financial Reports: Sal Saenz. Seconded Diana Scott. Motion carried 3-0.
- 3.3. Discuss and approve adding one board member officer to Legend Bank account as signer in addition to Olivia Hutchison, Administrative Assistant and Nancy Reynolds, City Secretary removing Gwyn Jordan, Secretary and Justin Minzenmayer, Treasurer. Gwyn Jordan and Justin Minzenmayer will be removed and Sal Saenz, Olivia Hutchison and Nancy Reynolds will be added to the Legend Bank Account as account signers. Motion to Approve: Diana Scott. Seconded: Sal Saenz. Motion carried 3-0.
- 3.4. Discuss and approve funds transferred from Legend Bank Account Funds to Edward Jones account. The amount of \$85,860.68 will be moved from Legend Bank to the Edward Jones account. Motion to Approve: Sal Saenz. Seconded: Diana Scott. Motion carried 3-0.
- 3.5. Discuss and approve a new board member to fill open vacancy. Allen Walker was nominated to the Board of Directors. Motion to Approve: Diana Scott. Seconded: Sal Saenz. Motion carried 3-0.
- 3.6. Discuss and approve Administrative Assistant's 2022-2023 salary increase. The salary increase will be \$0.75 increasing the salary to \$15.00 for the Administrative Assistant. Motion to Approve: Sal Saenz. Seconded: Diana Scott. Motion carried 3-0.
- 3.7. Discuss and approve budget to purchase (8) Conference Table Chairs. Budget amount of \$3,000. Motion to Approve Sal Saenz. Seconded: Diana Scott. Motioned carried 3-0.
- 3.8. Update on Visitor Center hours for months of December, January & February. Open Monday – Friday from 10:00 AM to 2:00 PM.

4. **Informational Reports:** (These reports are for information only. No discussion is appropriate unless there is a specific item listed below or there is a request that the item be placed on a subsequent agenda as a discussion and action item. Sec. 551.0415 of Open Meetings Act):

- 4.1. Board Members Concerns: There will not be a meeting in January 2023. Meetings will resume Monday, February 13, 2023.

5. **Adjourn:** Meeting was adjourned by Erick Elwell, President at 6:14 PM. Motion to Adjourn: Diana Scott. Seconded: Sal Saenz. Motion carried 3-0.

DATED THIS THE 5th DAY OF JANUARY, 2023.



Erick Elwell, President

Olivia F. Hutchison, Administrative Assistant