

MEETING MINUTES

NOTICE OF A CALLED MEETING OF THE BOARD OF DIRECTORS OF THE WHITEWRIGHT ECONOMIC DEVELOPMENT CORPORATION HELD AT THE WEDC/CHAMBER OFFICE – 113 W. GRAND, ON MONDAY, NOVEMBER 23, 2020 COMMENCING AT 5:30 P.M.

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

- 1.1. **Board Members:** Kelly Selman, Gwyn Jordan, Justin Minzenmayer
- 1.2. **Absent Board Members:** Amy Shaw
- 1.3. **Guests:** John Simon, Whitewright Sun Newspaper; Karri Donoho, CDC (B Board) Member; Chris Ely, City of Whitewright Library/IT Department
- 1.4. **EDC Staff:** Olivia Hutchison, Administrative Assistant
- 1.5. **Notice of Meeting:** To be accepted and received as posted and distributed.
- 1.6. **Called to Order:** At 5:44 PM Kelly Selman, President called this meeting to order.

2. **Citizens Input:** None

3. **Action Items:**

- 3.1. Approve Minutes from October 19, 2020 EDC Regular Meeting. Motion to Approve: Gwyn Jordan. Seconded: Justin Minzenmayer. Motion carried 3-0.
- 3.2. Approve October, 2020 Financial Report. Motion to Approve: Gwyn Jordan. Seconded: Justin Minzenmayer. Motion carried 3-0.
- 3.3. Approve Board Member Term List and Tenure Report. No Action Needed.

4. **Action Items: BUSINESS OF MEETING**

- 4.1. Discuss and Take Action on City of Whitewright Electronic Sign repair. Karri Donoho, CDC Member asked that the EDC considered sharing the cost of repair for the Whitewright City electric sign that are estimated to cost around \$1000 or less. There will be no cost for the part to make the repair to the Auto Dimmer and temperature display. The cost is for labor and drive time from Dallas. Note if an outside company or City Staff makes the repair it will void the warranty on the sign. The CDC Board would like the EDC Board to pay half the cost, \$500. Motion to Approve: Gwyn Jordan. Seconded: Justin Minzenmayer. Motion carried 3-0.
- 4.2. Discuss and Take Action on Board Member replacement candidates for Mark Kline. This action will be moved to next meeting in January. Motion to Table: Gwyn Jordan. Seconded: Justin Minzenmayer. Motion carried 3-0.
- 4.3. Discuss and Take Action on website proposal from CivicPlus for EDC/City Website. Chris Ely presented updated proposal from CivicPlus with new dates. Cost remained the same on updated proposal. Website project will begin in January 2021. Cost to EDC will be \$2,000. Motion to Approve: Justin Minzenmayer. Seconded: Gwyn Jordan. Motion carried 3-0.
- 4.4. Discuss and Take Action on monthly Regular Meeting day changed to first Monday of each month at 5:30 PM. Motion to Approve: Gwyn Jordan. Seconded: Justin Minzenmayer. Motion carried 3-0.

5. **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):

5.1. Board Members Concerns:

1. Selecting a new board member from applicants in January will be important.
2. The new website will be good to the EDC. With the new website up next year, we need to work on attracting new business/employment to the area.

6. **Adjourn:** Meeting was adjourned by Kelly Selman, President at 6:02 PM. Motion to Adjourn: Gwyn Jordan. Seconded: Justin Minzenmayer. Motion carried 3-0.



Olivia F. Hutchison, Administrative Assistant



Kelly Selman, President