

MINUTES
BENBROOK ECONOMIC DEVELOPMENT CORPORATION
Board of Directors
Regular Meeting
Benbrook City Hall
November 16, 2009

I. CALL TO ORDER

The regular meeting of the Benbrook Economic Development Corporation Board of Directors was called to order at 6:30 p.m. Monday, November 16, 2009, in the Council Chambers in City Hall at 911 Winscott Road. The presiding officer was Secretary William Higgins. A quorum was present, including the following:

William Higgins, Secretary
Sandy Davis, Treasurer
Ron Sauma
Rickie Allison
Jim Wilson
John Castro

Absent: Dennis Wood

Staff Present: Ron Rainey, Executive Director
Patricia L. Taber, Administrative Assistant

Also Present: Dan Tully, Citizen
Carrol Crombie, Citizen

II. MINUTES

- a. Minutes of Regular Meeting October 19, 2009** - There was not a quorum of previous Board members present at the October 19, 2009, meeting at the time the Minutes were presented and said Minutes will be included in the Agenda for consideration at the next scheduled Board meeting.

III. FINANCIALS

- a. Financial Report for Period Ending October 31, 2009** – BEDC Executive Director Ron Rainey informed the Board that the EDC Staff was working with the CPA firm, The Walton Group, to generate the monthly financials for the monthly Board packets. Staff member Pat Taber gave a brief summary of the financial details. The Board discussed the idea of executing a one year contract or Letter of Engagement with The Walton Group on a set monthly payment for services. Director Ron Rainey agreed to contact the CPA firm and request said document to be added to the Agenda for the next scheduled Board meeting for consideration.

Mr. Jim Wilson made a motion to approve the Financial Report for the period ending October 31, 2009, as reported. Mr. Ron Sauma seconded the motion.

Secretary William Higgins called the vote. All voted aye and the motion carried.

IV. OATH OF OFFICE TO NEW BEDC BOARD MEMBERS:

Ms. Pat Taber administered the Oath of Office to Mr. William T. Higgins, V. All other members had been previously sworn in by Ms. Joanna King, City Secretary of Benbrook.

V. ELECTION OF BEDC OFFICERS FOR FY 2009-2010

Mr. Jim Wilson opened the nominating process inquiring as to the responsibilities of the Secretary and Treasurer. Executive Director Ron Rainey explained there really had been limited participation on the part of these two offices. Mr. Rickie Allison read the description of the four offices as written in the Bylaws of the BEDC. Mr. Rainey explained to the Board that approximately eight years ago, the Board decided that the current staff member would become the Recording Secretary for the Board and the President and Secretary would then execute the approved minutes. With regard to the Treasurer, this office has very little responsibility except to occasionally sign the minutes in the absence of two of the other officers. The City Comptroller is a co-signor on all checks and receives copies of all checks and deposits made on behalf of the BEDC and maintains a complete set of records. After discussion, the Board decided to review the Bylaws of the BEDC and revise accordingly.

- a. President** – Mr. Jim Wilson nominated Mr. Sandy Davis. Mr. Rickie Allison seconded the motion. Mr. Davis declined the nomination. Mr. Davis nominated Mr. Ron Sauma. Mr. Sauma declined the nomination and stated he does not believe any City Council member should hold an office on any Board. Mr. Rainey explained there are no written rules that Council members could not hold offices on any Boards. This was a decision made by the City Council and has carried forward to this date. Mr. Jim Wilson concurred with Mr. Sauma and asked if Mr. Davis would reconsider, but Mr. Davis maintained his position and still declined. Mr. Rickie Allison commented that he concurred as well with Mr. Wilson and Mr. Sauma and also stated that he was among those suggesting this policy. Mr. Allison asked Mr. Higgins if he would be interested in holding the position and Mr. Higgins responded he was hesitant because of the time constraints with regard to his employment and location. Mr. Rickie Allison made a motion to nominate Dennis Wood. Mr. Jim Wilson indicated he would like to second the motion, but recommended that the nominations be suspended until the next scheduled meeting in order to give Mr. Dennis Wood the opportunity to respond to such nomination. Mr. Rickie Allison withdrew his nomination and suggested election of officers will be on the Agenda at the next scheduled meeting.

Mr. Rickie Allison made a motion to suspend nominations and elections of all officers for the FY 2009-2010 until the next scheduled meeting. Mr. Jim

Wilson seconded the motion. Secretary William Higgins called the vote. All voted aye and the motion carried.

- b. **Vice President** – no action necessary
- c. **Secretary** – no action necessary
- d. **Treasurer** – no action necessary

VI. DIRECTOR'S REPORT

- a. **Online Training for Open Records Act** – Executive Director Ron Rainey reported the update for members who have completed the Open Meetings Act training. According to City Secretary, Joanna King, it is mandatory for all members to complete the training for the “Open Meetings Act” and also encourage the Board members to take the “Public Information Act” training, but it is not mandatory. No action necessary.
- b. **BEDC to Post Board Packet Online** – BEDC staff member, Ms. Pat Taber, is working with City Director of Information Technology, Ms. Phyllis Wolfe, to incorporate the BEDC Board Packets on the website for easy access and to eliminate the mailing of the monthly disks, unless last minute items are presented and they will be distributed by disk. It is anticipated this will be completed by the next scheduled Board meeting, but definitely in place before the January meeting. No action necessary.

VII. UNFINISHED BUSINESS: No action necessary.

VIII. NEW BUSINESS:

- a. **Consider Changing Date of January and February BEDC Meetings:** Due to the January and February meetings falling on holidays, the Board agreed to move the January meeting to January 25, 2010, and the February meeting to February 22, 2010. No action necessary
- b. **Consider BEDC Work Session with Julie Johncox Siglinger** – After discussion of available dates, (January 9, 23, 30, 2010) to reschedule the Work Session, Mr. Rainey will contact Ms. Siglinger as to her availability and inform the Board at the next scheduled meeting. No action necessary.
- c. **BEDC Past Chairman Carrol Crombie to Address Board** – Mr. Carrol Crombie recapped the events of the City Work Session of the direction of the BEDC and commented it was one of the most worthwhile, positive meetings he has attended in quite some time and felt real progress had been made at the meeting. Mr. Crombie was very confident with the new Board that communication between the EDC and the City is headed in the right direction and approach the coming years with open minds and bring the EDC back to the prominence it had before to the point with complete cooperation between the

EDC Board and the Council. Mr. Crombie expressed his appreciation to Mr. Wood, Mr. Higgins and Mr. Davis for their support. Mr. Crombie also expressed his enthusiasm to Mr. Allison, Mr. Wilson and Mr. Castro for their open minded approach for serving on the BEDC Board during their current terms and anticipates a great year.

Secretary Will Higgins thanked Mr. Crombie for his service to the EDC for the past three years.

IX. INFORMAL CITIZEN COMMENTS: Mr. Dan Tully, 10153 Locksley Drive, Benbrook, Texas 76126, concurred with the comments made by Mr. Carrol Crombie. Mr. Tully expressed his experience on the BEDC Board as very rewarding in a lot of ways, there is a lot of future available for the citizens of Benbrook and feels the EDC is headed in the right direction.

X. ADJOURNMENT

There being no further business, the meeting adjourned at approximately 7:31 p.m.

Attesting Officer

Presiding Officer