

City of Buda 4 B Corporation

Minutes
Regular Meeting
Monday, September 10, 2012

Board attendees: Cathy Chilcote, Antonio Sosa, Renee Mauzy, Rachel Najera, Lisa Saucedo, Sandra Tenorio, and Kenneth Williams.

Staff attendees: Senior Executive Assistant Janet Shull

Guests: Johnson & Associates

Executive Session

The Board went into Executive Session from 12:09 p.m. – 1:30 p.m.

Break

The Board took a break from 1:30 p.m. – 1:43 p.m.

Minutes

RESOLVED, that the Board approve the minutes from the August 6, 2012 meeting. Motion by Director Najera, seconded by Director Saucedo. Motion passes 6-0. Director Williams was not in attendance when the vote was taken.

CPA Engagement Letter

RESOLVED, that the Board approve a one year agreement with Board CPA, Veronica Snyder. Motion by Director Tenorio, seconded by Director Chilcote. Motion passes 7-0.

Ampersand Art Supply

RESOLVED, that the Board approve payment of \$75,000.00 to Ampersand Art Supply. Motion by Director Saucedo, seconded by Director Chilcote. Motion passes 7-0.

BIG Application – Helen's Casa Alde

During Board discussion, Director Williams advised the Board that Helen's Casa Alde was having problems with sewer and water, in relation to their grease trap. The Board tabled this item and asked Executive Assistant Shull to request a BIG Application from Helen's Casa Alde for inside renovations rather than cosmetic.

GSMP FAM Tour & Marketing Trip to San Antonio

Director Chilcote updated the Board about the GSMP FAM Tour and Marketing Trip. She will let Executive Assistant Shull know if anyone wants to attend. Director Chilcote would like 3 members to attend the Marketing trip. Director Sosa volunteered to attend the Marketing trip in San Antonio.

BIG Application – City of Buda Library

The Board tabled this item. Director Tenorio and Mauzy have requested that Charlie or Ross, our Legal Council send letters advising the Board about the legality of this issue.

BIG Application – City of Buda Downtown Gazebo

The Board tabled this item. Director Tenorio and Mauzy have requested that Charlie or Ross, our Legal Council send letters advising the Board about the legality of this issue.

Buda Sportplex Maintenance and Amenities

RESOLVED, that the Board approve annual funding in FY 2012-2013 of Buda Sportplex maintenance in the amount of \$34,286.00 and amenities of four (4) bleachers in the amount of \$7,000.00, shade structure in the amount of \$19,000.00 and four (4) scoreboards in the amount of \$40,000.00 for a total of \$101,286.00. Motion by Director Sosa, seconded by Director Najera. Motion passes 7-0.

EDC Plan & Retail Study

Brian LaBorde gave a brief update on the Economic Development Plan and Retail Study. Director Mauzy requested a more understandable document. Mr. LaBorde informed the Board that RFP's are reviewed by the City Attorney and that the City of Buda Attorney has reviewed and approved the RFP's. City Staff will provide a revised RFP and present to the Board at a workshop on October 1, 2012.

Executive Session

The Board went into Executive Session from 2:41 p.m. – 3:43 p.m.

Personnel Issues

RESOLVED, that the Board approve paying Executive Assistant Shull for accumulated Compensation & Vacation Time in the amount of \$4,316.73. Motion by Director Chilcote, seconded by Saucedo. Motion passes 6-0. Director Williams was not in attendance when vote was taken.

Proposed Budget Fiscal Year 2012-2013

Treasurer Tenorio presented and detailed the Buda EDC FY 2012-2013 Budget to the Board.

RESOLVED, that the Board approve the FY 2012-2013 budget. Motioned by Director Tenorio, seconded by Director Chilcote. Motion passes 7-0.

Treasurer's Report

RESOLVED, that the Board approve the Treasurer's Report showing total current assets of \$1,782,402.54 as of August 31, 2012. Motion by Director Williams, seconded by Director Najera. Motion passes 7-0.

Personnel Policies & Procedures

Director Chilcote updated the Board that Charlie Zech, Buda EDC Attorney is preparing Personnel Policies & Procedures for the Boards review.

Election of New Board Officers

RESOLVED, that the Board elect Director Tenorio to serve as President. Motion by Director Saucedo, seconded by Director Najera. Motion passes 7-0.

RESOLVED, that the Board elect Director Chilcote to serve as Vice President. Motion by Director Najera, seconded by Director Tenorio. Motion passes 7-0.

RESOLVED, that the Board elect Director Najera to serve as Treasurer. Motion by Director Chilcote, seconded by Director Saucedo. Motion passes 7-0.

RESOLVED, that the Board elect Director Saucedo to serve as Secretary. Motion by Director Chilcote, seconded by Director Tenorio. Motion passes 7-0.

Training Session – Incentives for TIRZ, TIF's 380 Agreements, etc.

No Action taken.

Interim Executive Assistant

Director Williams is to contact a temporary agency for an admin with QuickBooks experience.

BACC Update

Director Saucedo gave the Board a brief update stating that Cindy Swink was chosen as the new Executive Director and that familiarizing herself with the community is her main goal right now.

City of Buda Update

Director Williams asked the Board who would be the contact for Alisha Burrow and Amy Madison in Executive Assistant Shull's absence. Director Tenorio will be the contact for Ms. Burrow and Director Chilcote will be the contact for Ms. Madison.

Director Chilcote and Tenorio will be contacts for prospects until Executive Director is hired. Director Tenorio requested authorization letters to change Officer Titles on file at Falcon Bank.

The Board discussed having a tentative meeting on Thursday, September 20, 2012 at 6p.m. at BACC Office.

Future Items

Records Retention

Executive Director Position (with Economic Development Experience)

Charlie Zech – Personnel Policies & Procedures

There being no further business to come before the Board of Directors, the meeting was duly adjourned.

Dated: October 1, 2012



Lisa Saucedo., Secretary

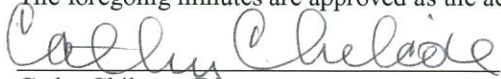
APPROVED:



Sandra Tenorio, President

Approval of Minutes

The foregoing minutes are approved as the acts of the Directors of the Corporation.



Cathy Chilcote, Director



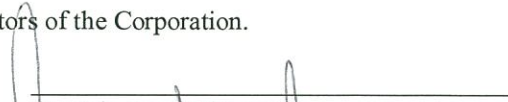
Renee Mauzy, Director



Rachel Najera, Director




Lisa Saucedo, Director



Antonio Sosa, Director



Sandra Tenorio, Director



Kenneth Williams, Director