

**MINUTES  
KAUFMAN ECONOMIC DEVELOPMENT CORPORATION  
BOARD OF DIRECTOR'S MEETING  
TUESDAY, AUGUST 13, 2019 AT 6:00 P.M.  
CITY HALL COUNCIL CHAMBERS  
209 S. WASHINGTON  
KAUFMAN, TEXAS 75142**

<b>PRESIDENT</b>	<b>CHARLES GILLENWATER</b>
<b>VICE-PRESIDENT</b>	<b>BARRY RATCLIFFE</b>
<b>SECRETARY/TREASURER</b>	<b>LISA PARKER</b>
<b>MEMBER</b>	<b>CARL STAPP</b>
<b>MEMBER</b>	<b>GAIL GODWIN-MASON</b>

**Call to Order and Announce a Quorum.** President Gillenwater called the meeting to order at 6:02 p.m. and declared a quorum. Board members present were Charles Gillenwater, Barry Ratcliffe, Lisa Parker, Carl Stapp, and Gail Godwin-Mason. Also present was Executive Director Anne Glasscock, Assistant City Manager Mike Holder, and City Secretary Jessie Hanks.

**1. Consider and Take Appropriate Action on Minutes from June 11, 2019 EDC Meeting and April 26, 2019, Planning Retreat.**

Director Godwin-Mason made a motion to approve the KEDC minutes from June 11, 2019, and April 26, 2019. The motion was seconded by Director Parker and passed 5/0.

**2. Consider and take appropriate action on Budget adjustment for FY 2019.**

Ms. Glasscock presented the proposed Budget Adjustments for FY19 and explained the purpose for each amendment including the cost of the annual audit and the Hotel Study.

Director Stapp made a motion to approve the Budget Amendments for FY19 as presented. The motion was seconded by Vice President Ratcliffe and passed 5/0.

**3. Consider and take appropriate action on the proposed contract renewal between the Kaufman Chamber and the Kaufman EDC.**

Ms. Glasscock outlined the proposed contract renewal between the Kaufman Chamber of Commerce and the Kaufman Economic Development Corporation. She stated this contract has combined three previous contracts into one document.

Director Godwin-Mason made a motion to approve the contract renewal between the Kaufman Chamber of Commerce and the Kaufman Economic Development Corporation. The motion was seconded by Director Stapp and passed 5/0.

- 4. Consider and take appropriate action to submit a written application requesting approval of an amendment to the KEDC Articles of Incorporation (Certificate of Formation) to the Kaufman City Council to amend qualifications of EDC Directors; and authorizing the President to execute the application.**

Ms. Glasscock explained the need to submit a written application to amend the KEDC Articles of Incorporation due to the City Charter amendments that were approved in the May election. She stated the amendments are to reflect the qualifications for board members.

President Gillenwater made a motion to submit a written application requesting approval of an amendment to the KEDC Articles of Incorporation (Certificate of Formation) to the Kaufman City Council to amend qualifications of EDC Directors and authorizing the President to execute the application. The motion was seconded by Director Parker and passed 5/0.

- 5. Consider and take appropriate action regarding proposed amendments to the KEDC Bylaws relating to qualifications of Directors and terminology changes resulting from changes in state law.**

Ms. Glasscock stated this item works in conjunction with the previous item to amend the KEDC Bylaws for the qualifications of Directors and terminology changes resulting from changes in state law.

President Gillenwater made a motion to approve the amendments to the KEDC Bylaws relating to qualifications of Directors and terminology changes resulting from changes in state law. The motion was seconded by Vice President Ratcliffe and passed 5/0.

- 6. Consider and take appropriate action on the FY 2020 Budget.**

Ms. Glasscock presented and reviewed the proposed FY20 KEDC Budget. She highlighted various changes to the budget from the previous year.

Director Stapp made a motion to approve the Fiscal Year 2020 KEDC Budget. The motion was seconded by Director Parker and passed 5/0.

- 7. Announcements and Discussion of Same:**
  - A. Upcoming Sales Tax Training opportunities**
  - B. Chamber Auction September 14, 2019**
  - C. Black Tie Ball November 9, 2019**

Ms. Glasscock informed the Board about the above announcements.

**ADJOURNMENT.**

President Gillenwater adjourned the meeting at 6:24 p.m.

**APPROVED:**

**ATTEST:**

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Charles Gillenwater, President

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Lisa Parker, Secretary/Treasurer