

MINUTES
Regular Called Meeting – 11:30 A.M.
Tuesday, February 19, 2019
201 N. Main Street; Linden, Texas 75563
Linden Economic Development Corporation [4A]
Linden Economic Development Corporation [4B]

Members Present LEDC 4A: Richard Bowden, Frank Lanier, Larry Wells, Dave Stewart
Members Present LEDC 4B: Richard Bowden, Frank Lanier, Larry Wells, Dave Stewart
Members Absent: John Rountree, Kyle Morgan, Carla Roadcap
Staff Present: Gus Gustafson, Christophe Trahan
Guests Present: Mayor Clarence Burns, Preston Caver, Clay Eddings

1. **Call to Order**

- President Richard Bowden called the meeting to order at 11:48 A.M.
- Mr. Bowden, on behalf of the BOD, welcomed **Dave Stewart** as its newest member.

2. Presentation by **Preston Caver**, of Caver, Inc., of FY 2017/2018 **Annual Audits [4A & 4B]**

- Motion by Mr. Wells to accept the audit for the LEDC 4A as presented; 2nd by Mr. Lanier;
Motion Carried
- Motion by Mr. Lanier to accept the audit for the LEDC 4B as presented; 2nd by Mr. Stewart;
Motion Carried

3. **Linden Public House** – Clay Eddings, owner of the Linden Public House, presented an overview of the restaurant business operations and the specifics that led to the decision to shut-down. Some potential plans for the future were discussed, including re-opening with a refreshed menu and re-focused business plan.

4. **Discuss/Consider/Action**

- Approval of January 15, 2019 Regular Called Meeting Minutes; Motion by Mr. Lanier to approve, with one correction; 2nd by Mr. Wells; Motion carried
- Approval of January 2019 Financials – LEDC-4A; Motion by Mr. Wells; 2nd by Mr. Stewart; Motion carried
- Approval of January 2019 Financials – LEDC-4B; Motion by Mr. Stewart; 2nd by Mr. Lanier; Motion carried
- A terminology refinement was requested by Mr. Stewart, starting with the March meeting agenda, to replace “Financials” with “Reconciliations” unless YTD financials are included along with the bank reconciliations under the monthly approval items.

5. **Consent Items**

- Local Sales & Use Tax Report – For the Record
- Credit Card & Bank Balances – For the Record
- Loan Updates – For the Record

Staff member Christophe updated the board on the consent items, identifying what was being done with regards to the delinquent loans.

6. **Discuss/Consider/Action**

- Bids: **Project WK – Phase II** Clean-up; After discussion of the two submitted proposals, a motion was made by Mr. Wells to award the job to Mario Patino, of Sure Tree Landscaping Co; 2nd by Mr. Stewart; Motion carried
- **Director's Report:**
 - Executive Director Gustafson updated the board on the highway-59 billboards; The catwalk on the South billboard is in place, and Linden Main Street & Music City Texas Theater are sharing the space to advertise the upcoming Wildflower Trails and MCT Concert line-up. By splitting the South billboard vinyl wrap in half, the same advertisements will now be displayed to Northbound and Southbound travelers. The BOD instructed Staff to check further into commercial-grade digital scrolling message boards that—if cost-effective—might be added to the existing billboards to increase their productivity.
 - Director Gus shared that the **Linden 2025 Vision** was the topic of discussion at the last City Council meeting, and that—according to Mayor Burns and City Administrator Swisher—all prioritized tasks were “on-track or ahead” of projections, including all the **LEDC** participation.

7. **Executive Session:**

Motion by Mr. Lanier to enter Executive Session; 2nd by Mr. Wells; Motion carried @ 1:37 P.M.


8. **Exit Executive Session-Action/No Action**

- Motion by Mr. Lanier to exit Executive Session; 2nd by Mr. Wells; Motion carried at 2:32 P.M.
- Motion by Mr. Lanier to re-structure Director Gustafson’s employment description, lessening his job-requirements/compensation in order to free-up time to develop his inventions, as follows:
 - March will include \$1,111.00 pay; \$160 in reimbursements; Health Benefits
 - April forward; \$500 per month, retaining Mr. Gustafson in a supportive role. This becomes a contract position, payable by the LEDCs, and includes 10 hours per month. An additional \$50 per hour will be added for hours 11 through 20. In excess of 20 hours would require board approval.

2nd by Mr. Stewart; Motion carried

- Motion by Mr. Stewart to promote Christophe Trahan, changing his title to Executive Director/ March-startup, and to include a salary increase to \$35,000.00; 2nd by Mr. Lanier; Motion carried
- Motion by Mr. Lanier to add Christophe Trahan in March as a signer to the corporate accounts, and to begin the search for an administrative assistant; 2nd by Mr. Wells; Motion carried

9. **Adjourn:** Motion to adjourn by Mr. Lanier; 2nd by Mr. Wells; Motion carried at 2:37 P.M.

Approved:  Date: 3/19/19