ADMINISTRATION REPORT OF THE MONTHLY MEETING
OF THE BOARD OF DIRECTORS OF THE
CITY OF HAMILTON ECONOMIC DEVELOPMENT CORPORATION
Wednesday, December 16, 2015

The Board of Directors of the City of Hamilton Economic Development Corporation held a monthly board meeting on Thursday, December 16, 2015 at 5:30 PM at the conference room of the EDC office in Hamilton, Texas. Members of the Board of Directors present were Steven Watson, Jim Shafer, Doug Baker, Beverly Gilstrap, Larry Anglin and Will Hale. Also present were Maria Weaver and EDC Executive Director Jane Crouch.

Members of the EDC Board Steven Watson, Jim Shafer, Beverly Gilstrap and Doug Baker toured the Hamilton Volunteer Fire Department Building with VFD Member Paul Gomez prior to the Meeting. No EDC business was conducted.

Acting President Watson called the meeting to order and welcomed Hamilton Herald-News Editor Maria Weaver. There were no public comments.

The Acting President asked for approval of the November 19, 2015 Minutes. On a motion by Shafer, second by Baker the Minutes were approved with 3 minor revisions.

Acting President Watson then announced that the meeting constitutes the EDC's Annual Meeting and asked for the Nominating Committees recommendation for EDC officers. Committee Chairman Shafer said that the committee had met and recommends the following: President: Steven Watson, Vice President: Doug Baker, Secretary : Will Hale and Treasurer: Jim Shafer. Shafer moved approval of the slate of officers, second by Anglin and the vote to approve was without opposition.

Shafer was then recognized to present recommendations regarding EDC loans by the Finance Committee composed of Hale, Baker and himself. A recommendation to approve a request for EDC Hamilton Business District Renovation grant funds by Hamilton Car Care was approved, motion by Anglin, second by Baker. Delinquent loans to Cakes and Cookies Creations and Dr. Jones Computers and Lana's Cafe were approved for re-negotiation, recommendation by Shafer, second by Baker. No action was taken on loans to Hamilton Trailer Repair and Dawg House Laundry pending receipt of official documentation of employee requirements. Shafer asked Crouch to tell the board about an Anglin suggestion for a wrap to publicize Hamilton and Hamilton ISD on a new vehicle. The board took no action on the suggestion.

The board took no action on a college intern item.

Board members requested bank statement copies for each meeting. Anglin suggested an employee policy and procedure document.

The president said he would do his best to further the goals and objectives of the EDC during his presidency. He asked for board member comments. Anglin requested agenda items monthly on EDC finances, loan status and sales tax reports including audit income.

In her Executive Director comments, Crouch reported that online banking is now operative for the financial consultant and Executive Director. She told the board that she is considering retirement and will post for a special called meeting to discuss it during the first week of January, likely January 5.

There being no further business, the meeting was adjourned, motion by Hale, second by Anglin.

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Doug Baker, EDC Secretary