

Junction Texas Economic Development Corporation *
City of Junction * **Regular Meeting – January 3, 2016**
State of Texas *

The *Junction Texas Economic Development Corporation* was called to order by Polly Robinson for its regular monthly meeting on Tuesday, January 3, 2016, at 5:15 p.m. in the City Hall Meeting Room. A quorum was established with the following Board members present:

President: Polly Robinson
Vice President: Michael J. Townsend
Treasurer: Jean Jacoby
Secretary: Carol Neiman
Directors Present: Tom Rattan
Jessica Gardner
Kay Vickery

Also Present: Donna E Oliver-Leep, JTEDC Office Manager; James Murr, journalist with The Junction Eagle newspaper; Belle Laning, Trails Maps; and Lisa Adams, Second Chance.

Public Forum: No one wished to speak during the time allotted for the public forum.

Consent Items: (A.) **Minutes** and (B.) **Financials:** During the review of the financials, there was a discussion about the fees to the Webmaster, Alan Hart. After a review of the minutes and the financials, Ms. Neiman made a motion to accept the minutes and financials as reviewed; Mr. Rattan seconded the motion. Ms. Jacoby abstained from the vote because she was not here last month. The motion passed unanimously.

Kimble County Maps: After a discussion regarding the size of the ad, Ms. Vickery made a motion to consider a smaller ad, which will be determined at the special called board meeting on January 11th. The committee of Mr. Townsend, Ms. Vickery, and Ms. Neiman will continue to work on ad copy. If approved, a revised version of the ad will be provided to Belle Laning by Thursday, January 12th. Mr. Rattan seconded the motion, and the motion passed unanimously.

Second Chance: Ms. Lisa Adams, owner, made her request for an *Advertising and Promotion Grant Program* for landscaping and fencing in the front of her building. The Board approved the bid of \$2,600 and will fund 70% or \$1,820 of the project. Ms. Adams was informed that she could not apply for another façade grant for approximately two years. She also presented a disclosure telling the board that her mother-in-law is the City Secretary, Garvene Adams. After a discussion, Ms. Neiman made a motion to approve the façade grant for \$1,820; Jessica Gardner seconded the motion; and the motion passed unanimously.

Board Member Retreat/Workshop: This special called meeting will be held Wednesday, January 11, 2017 at 10:00 a.m. at the Hacienda Maria (Ms. Oliver-Leep will email a map with directions). There will be a brown bag (bring your own) lunch. The main agenda items will be organizing committees and further development of the 2016-2017 action plan. After a

discussion regarding the brainstorming of various projects and committees, Ms. Oliver-Leep was asked to research whether there has been a pattern of nuisance complaints filed with the City of Junction over the past fifteen to twenty years to review at the workshop.

Grant/Loan Application Revisions: Ms. Robinson, board president, went over the (1) General Policy and Procedures for the Loan & Grant Programs; and (2) Performance Grant Program, Policy Guidance & Procedures she drafted. After a discussion, Mr. Townsend suggested that the Performance Agreement be reviewed at the January 11th special meeting. Ms. Oliver-Leep will email a copy of the old “Financial Assistance Programs” document to the board members to review. No action was taken on the General Policy and Procedures document.

Office Manager’s Report: Ms. Oliver-Leep has included her report in the Board Meeting Packets for the board members. She did read her Memo to the Board regarding the *Open Meetings Act* and the *Public Information Act* and reiterated: (1) how important it is that the new board members be sure and take the online training; and (2) reminded the board that there should be no communication between more than three board members at a time without first posting a 72-hour public notice.

Junction Tourism Board: Ms. Robinson said there was no board meeting in December.

Meeting adjourned at 6:24 p.m. on January 3, 2017.



Carol Neiman, Secretary