



Lavon Economic Development Corporation Meeting Minutes Sept 26, 2016

I. MEETING CALLED TO ORDER AT 7:00pm BY LAVON ECONOMIC DEVELOPMENT CORPORATION BOARD PRESIDENT

Members Present:

Place One	Kay Wright
Place Two	Chris Kane
Place Three	Bill Sargent
Place Four	Jimmie Catravas
Place Five	John Balfour
Place Six	Linda Jangula
Place Seven	David Piekarski-arr 7:03pm
Liaison:	Vicki Sanson

Members absent

Administrative Staff Present: Micki Hollien
Executive Director Present: Pam Mundo

Quorum is present

II. LAVON ECONOMIC DEVELOPMENT CORPORATION BOARD PRESIDENT WRIGHT LED THE ECONOMIC DEVELOPMENT CORPORATION IN THE PLEDGE OF ALLEGIANCE

III. LAVON ECONOMIC DEVELOPMENT CORPORATION BOARD PRESIDENT WRIGHT LED THE LAVON ECONOMIC DEVELOPMENT CORPORATION IN THE INVOCATION

IV. ITEMS OF INTEREST AND COMMUNICATION

- City/ Chamber Halloween Festival Oct 15th 2016
- CISD Homecoming Oct 7, 2016
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V. CONSENT AGENDA

Approval of Sept 12, 2016 Economic Development Board Meeting minutes



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- *Director Catravas made motion to accept the minutes*
- *Director Jangula seconded the motion*
- *Accepted by directors Balfour, Catravas, Jangula, Kane, Sargent, Piekarski & Wright*
- *Vote carried*

VI. PUBLIC RECOGNITION - none

VII. PUBLIC COMMENTS - none

VIII. ITEMS FOR DISCUSSION

A. The Economic Development Corporation Board to discussions and plans for Small Business Saturday in Lavon on Nov 26, 2016

- *Recommended to place on the Grand Heritage face book page and advertisement for Small Business Christmas.*
- *Need to circulate flyers for the event*
- *President Wright requested a sign-up sheet that she could have when she visits the local businesses*
- *Have businesses and Lavon residents sign up on "Shop Small.com" as a Small Business Champion.*

B. The Economic Development Corporation Board to discuss TWC updates

- *All construction in city is complete*
- *Corporate has all the info to go live*
- *Corporate is working the billing and accounting systems now.*

C. The Economic Development Corporation Board to discuss financials for Aug 2016

- *Last year's revenue budget was \$60,000, this coming year budget will be \$75,000, as revenue is now in September \$74,000.*



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D. The Economic Development Corporation Board to discuss advertising in "Round Town" paper

- *Board would like to know how many papers are being circulated*
- *Recommended is for 2 flyers advertising Nov 26th event should go out in Oct, for booth sign-ups and Nov announcing event.*
- *Recommended is for Business card size ad on a monthly basis announcing the monthly Business Card exchange*

IX. ITEMS FOR CONSIDERATION AND ACTION

A. The Economic Development Corporation Board to consider and act on memberships to TEDC for board members at a cost of \$125 each

- *Members get weekly updates as to what other communities are accomplishing*
- *VP Kane is interested in joining*
- *Treasurer Sargent is also interested*
 - *Director Piekarski made motion to add the VP and Treasurer to list of TEDC members*
 - *Director Kane seconded the motion*
 - *Accepted by directors Balfour, Catravas, Jangula, Kane, Sargent, Piekarski & Wright*
 - *Vote carried*

B. The Economic Development Corporation Board to consider and act on the annual Economic Development Consultant Services Agreement with Mundo and Associates, Inc. including administrative staff services for the fiscal year 2016-2017

- *Mundo and Associates, Inc. economic development services and the Admin staff services are in one contract instead of the former two individual agreements.*



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- *Mundo and Associates, Inc. was requested by the LEDC to add a clause to the 2016-2017 agreement to supersede previous agreements related to economic development services, excluding existing Amendment No 1 of July 11, 2016 for Update the Lavon Zoning Ordinance with associated Comprehensive Plan Amendment services, as well as well as adjusting the clause, related to automatic renewal contingent upon an approved budget for these services.*
 - *Director Kane made motion to enable board Pres to execute agreement with adjustments as discussed*
 - *Director Balfour seconded the motion*
 - *Accepted by directors Balfour, Catravas, Jangula, Kane, Sargent, Piekarski & Wright*
 - *Vote carried*

X. SETTING FUTURE MEETINGS AND AGENDAS


Economic Development Corporation Board members and staff may request items to be placed on a future agenda or Request a special meeting be called. Each request that passes by a majority vote will be placed on the schedule by the Board Secretary.

BOARD PRESIDENT TO ADJOURN ECONOMIC DEVELOPMENT CORPORATION BOARD MEETING AT 7:58pm

Duly passed and approved on this 10 day of Oct., 2016

Attest:


Jimmie Catravas, Secretary


Kay Wright, Board President