

MINUTES OF THE MEETING

SATURDAY, JULY 29, 2023, 9:00 A.M.

100 E. O'CONNELL STREET, HOWE, TEXAS



MEMBERS PRESENT: Kevin Crosson, Janie Finney, Dana Nixon, and Clay Wilson

MEMBERS ABSENT: None

STAFF PRESENT: Monte Walker, Director of Economic Development

MEETING WAS CALLED TO ORDER BY DIRECTOR OF ECONOMIC DEVELOPMENT MONTE WALKER AT 9:00 AM, AND IT WAS RECOGNIZED A QUORUM WAS PRESENT.

- I. SWEARING-IN OF NEW BOARD MEMEBRS OF THE HOWE COMMUNITY DEVELOPMENT CORPORATION:** Kevin Crosson, Janie Finney, Dana Nixon were sworn in by Howe Mayor Karla McDonald. Clay Wilson was selected President of the Board.
- II. CONSIDER APPROVAL OF THE REGULAR CALLED MEETING MINUTES OF THE MINUTES HELD OCTOBER 17, 2022:** Discussed between Board members and staff. Due to a quorum not being present at the October 17, 2022, meeting, the board denied the approval of the minutes. Clay Wilson moved to deny the minutes as presented. Kevin Crosson sounded the motion, and the motion was denied unanimously 4/0/0.
- III. CONSIDER THE APPROVAL OF THE JUNE 2023 BANK STATEMENT:** No action was needed as the Board members reviewed the balance of the account.
- IV. REVIEW BYLAWS OF THE HOWE COMMUNITY FACILITIES DEVELOPMENT CORPORATION:** Director of Economic Development Monte Walker made recommendations to update the Articles of Incorporation and Bylaws to reflect that the qualifications of board members be changed from citizens inside the corporate boundaries of the City of Howe to the match the statutes set forth by the State Comptroller for cities under 20,000 which allows for members of the residing county to participate. Dana Nixon suggested that the HCFDC use the Howe Independent School District boundary instead of the county boundary. It was suggested by Janie Finney that the General Manager of the corporation would be titled "Chief Operating Officer." It was suggested that if a General Manager was not positioned, the City Administrator would assume those duties without funding from the HCFDC. Kevin Crosson and Dana Nixon suggested reviewing bylaws from nearby economic development corporations. The Board members discussed inserting that the corporation could use a "doing business as" name for the corporation. The Board members and the Director recommended two signatures be required for expenditures consisting of the director, president, treasurer, city secretary, and city administrator. The Board

members suggested reviewing the revised version before adopting changes. There was no action to take.

- V. REVIEW THE PROPOSED 2023-24 BUDGET FOR THE HOWE COMMUNITY FACILITIES DEVELOPMENT CORPORATION:** The Board reviewed the budget proposed by the Director which was based off of the 2021-22 revenues. The 2023-24 budget of \$136,127 included expenditures of salary, grants, community park improvements, comprehensive plan update, subscriptions, dues, utilities, City of Howe public utilities, and training leaves an annual remaining balance of \$704.38. There was no action to take.

THERE BEING NO OTHER FURTHER BUSINESS TO DISCUSS THE MEETING WAS ADJOURNED AT 9:59 AM.



**MONTE WALKER,
DIRECTOR OF ECONOMIC
DEVELOPMENT, CITY OF
HOWE**