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Brooks Development Authority

Board of Directors | Meeting Agenda

Tuesday, November 17, 2020 - 11:00 AM

https://zoom.us/webinar/register/WN_9GBm6zFTRu-JXuZGpFJHLw

1. Meeting Called to Order
2. Public Comments
3. Minutes:
 - A. Approval of the October 20, 2020 Board of Directors Meeting Minutes
4. Reports:
 - A. Chairman's Report
 1. Welcome & Introduction of Ms. Pat Jasso - District 3 Appointee - Appointed to Finance Committee
 2. Carlos Contreras - Reappointed to Planning & Development Committee
 - B. President & CEO Report
 1. Board Appointment Anniversary - Jim Campbell - November 2, 2017
 2. Brooks 2020 Give - brooksgives.org
 3. Recognition of Culture Champion - Johnny Sanchez
 4. Working Remotely Update Regarding COVID-19
5. Consent Items:
 - A. **Resolution No. 111720-1111** - Accepting the FY2020 Small Business Economic Development Advocacy (SBEDA) Annual Report, as recommended by the Planning & Development Committee on November 3, 2020. - *Lucynda Massey, Procurement Manager*
 - B. **Resolution No. 111720-1112** - Accepting the Quarterly Investment Report, as recommended by the Finance Committee on November 3, 2020. - *Eric Greer, Controller*
6. Action Items
 - A. **Resolution No. 111720-1113** - Accepting the Unaudited Financials for the year ended September 30, 2020, as recommended by the Finance Committee on November 3, 2020. - *Eric Greer, Controller*
7. Discussion Items: None
8. Executive Session

Announcement

The Brooks Development Authority Board reserves the right to adjourn into executive session at any time to discuss any of the matters listed above as well as the items listed below, as authorized by Texas Government Code Section 551.071 (consultation with attorney), Section 551.072 (deliberations about real property), Section 551.073 (deliberations about gifts and donations) Section 551.074 (personnel matters), Section 551.076 (deliberations about security devices), Section 551.087 (economic development). Deliberate the purchase, exchange, lease or value of real property and discuss related legal issues.

- A. Discussion regarding the President & CEO's Performance Evaluation and Incentive Pay for the period of October 1, 2019 through September 30, 2020, in accordance with Section 551.074 (personnel matters) & Section 551.071 (consultation with attorney).

B. Consultation with attorney regarding personnel matters.

C. Discussion regarding the sale and/or lease of real estate.

9. Action Item Out of Executive Session:

A. **Resolution No. 111720-1114** - Approving incentive pay based on the President & CEO's Performance Evaluation for the period of October 1, 2019 through September 30, 2020, as recommended by the Executive Committee on November 5, 2020. - *Frank Garza, Legal Counsel*

10. Information Items:

A. Monthly Financials

B. Projected Agenda Items

C. Upcoming Meetings:

1. Next Planning & Development Committee Meeting - Tuesday, December 1, 2020 - 9:00 a.m.

2. Next Finance Committee Meeting - Tuesday, December 1, 2020 - 1:30 p.m.

3. Next Executive Committee Meeting - Thursday, December 3, 2020 - 11:30 a.m.

4. Next Board of Directors Meeting - Tuesday, December 15, 2020 - 11:00 a.m.

11. Adjournment

Accessibility Statement

This meeting place is accessible to persons with disabilities. Parking is available. Auxiliary aids and services, including Deaf interpreters, must be requested 48 hours prior to the meeting. For assistance, please call the Brooks Main Office at (210) 678-3300 or 711 (Texas Relay Service for the Deaf).

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