

## MINUTES

### AMARILLO ECONOMIC DEVELOPMENT CORPORATION BOARD OF DIRECTORS

October 20, 2020

The meeting of the Amarillo EDC Board of Directors meeting was held at 801 S. Fillmore, Suite 205 at 11:00 a.m. on October 20, 2020. Board members in attendance were:

Voting Members	Board Position	Present	No. Meetings Held	No. Meetings Attended
Lloyd Brown	Chairman	Y	33	28
Scott Bentley	Vice-Chair/Secretary	Y	23	23
Brian Heinrich	Director	Y	55	52
Laura Street	Director	Y	43	40
Andrew Hall	Director	Y	11	11

Also, in attendance were the following staff members:

KEVIN CARTER	PRESIDENT & CEO
DOUG NELSON	SENIOR VICE PRESIDENT FINANCIAL SERVICES
MICHAEL KITTEN	VICE PRESIDENT PROJECT DEVELOPMENT
HOLLIE HAWKINS	DIRECTOR BUSINESS DEVELOPMENT
PAUL SIMPSON	DIRECTOR BUSINESS RETENTION AND EXPANSION
SABRINA MECK PEREZ	DIRECTOR WORKFORCE RETENTION AND EXPANSION
SAVANNAH TARBET	DIRECTOR MARKETING AND COMMUNICATIONS
CHRIS LYLES	OFFICE ADMINISTRATOR

ITEM 1: Chairman Brown established that a quorum was present and called the meeting to order.

ITEM 2: Chairman Brown requested a motion to approve the minutes of the September 22, 2020 Board of Directors meeting. Director Heinrich made a motion to approve the minutes as presented. Director Hall seconded the motion. The motion was approved.

ITEM 3: Chairman Brown adjourned the meeting into executive session at 11:04 am.

No action was taken during the executive session because none is permitted by law.

The public session reconvened at 11:45 am.

ITEM 4: **Staff Financial & Operation Reports:**

President Carter introduced Paul Simpson, Director of Business Retention and Expansion.

President Carter stated that are up by .5% sales tax collections for August, up .5% year-to-date and up .5% above budget.

Hotel/Motel tax collected for the year is \$5.3m versus \$7.2m from the previous year.

Additional financial information is included in the packet provided to the board. President Carter also stated that the audit for FY'20 has begun with Senior Vice-President Nelson providing additional information.

President Carter requested Director Street provide an update on the Visioning Process she is leading. She also shared some of the plans for the future of the initiative.

President Carter asked Director Meck Perez to share information on the workforce webinar she is hosting Wednesday, October 21, "How to Recruit During a Pandemic". She also stated that the job board on the How to Build Your Talent Toolbox website is now populated with hundreds of jobs, posted by employers.

President Carter provided information on a change of focus with some of the marketing resources available, hoping to increase traffic to the Amarillo EDC website.

- ITEM 5: The next meeting of the Amarillo EDC Board of Directors is scheduled for Tuesday November 17, 2020 at 11:00 am.
- ITEM 6: Chairman Brown opened the opportunity for public comment. There were none.
- ITEM 7: The October 20, 2020 meeting of the Amarillo EDC Board of Directors was adjourned at 12:04 pm.

The undersigned certifies that the foregoing information is correct.

  
Lloyd Brown, Chairman