

**Greater Alexandria Economic Development Authority
Executive & Government Relations Committee Meeting**

Minutes: Meeting of Tuesday, June 18, 2019

Present: Tamara Battles, Chair; Michael Caffery, Vice-Chair; Paula Nelson,
Secretary/Treasurer

Absent: None

The monthly meeting of the Greater Alexandria Economic Development Authority's Executive & Government Relations Committee was called to order by Commissioner Battles at 8:06 a.m. Executive Administrator, Angela Varnado called the roll. A quorum was present.

There being no business to come before the Committee, the meeting was adjourned at 8:06 a.m.

**Greater Alexandria Economic Development Authority
Human Resources Committee Meeting**

Minutes: Meeting of Tuesday, June 18, 2019

Present: Zebulon Winstead, Chair; Paula Nelson; Tamara Battles

Absent: None

The monthly meeting of the Greater Alexandria Economic Development Authority's Human Resource Committee was called to order by Commissioner Winstead at 8:07 a.m. Executive Administrator, Angela Varnado called the roll. A quorum was present.

There being no business to come before the Human Resources Committee, the meeting was adjourned at 8:07 a.m.

**Greater Alexandria Economic Development Authority
Administration & Legal Committee Meeting**

Minutes: Meeting of Tuesday, June 18, 2019

Present: John Carroll, Chair; Jay Sharplin

Absent: Ralph Covington

The monthly meeting of the Greater Alexandria Economic Development Authority's Administration & Legal Committee was called to order by Commissioner Carroll at 8:08 a.m. Executive Administrator, Angela Varnado called the roll. A quorum was present.

The Committee heard a report by the CPA regarding the May 2019 financials. It was moved by Commissioner Sharplin and seconded by Commissioner Carroll to recommend approval of the May 2019 financial statements. There being no public comments, motion passed by unanimous vote.

It was moved by Commissioner Sharplin and seconded by Commissioner Carroll to recommend payment of the May 2019 legal bill. There being no public comments, motion passed by unanimous vote.

It was moved by Commissioner Sharplin and seconded by Commissioner Carroll to recommend payment of the May 2019 accounting bill. There being no public comments, motion passed by unanimous vote.

It was moved by Commissioner Sharplin and seconded by Commissioner Carroll to recommend accepting the Audit of Financials for the year ended December 31, 2018. Mr. Kurt Oestriecher for Oestriecher and Company gave a detailed presentation on the report regarding the findings in the report and the overall audit rating to the Commissioners. A discussion was held. Commissioner Caffery requested that a copy of the 2018 and 2019 Engagement Letter for Knight Masden be sent the Commissioners. There being no further comments, motion passed by unanimous vote.

There being no further business to come before the Administration & Legal Committee, the meeting was adjourned at 8:24 a.m.

**Greater Alexandria Economic Development Authority
Economic Development Committee Meeting**

Minutes: Meeting of Tuesday, June 18, 2019

Present: Paula Nelson, Chair; Jay Sharplin; John Carroll

Absent: None

The monthly meeting of the Greater Alexandria Economic Development Authority's Economic Development Committee was called to order by Commissioner Nelson at 8:24 a.m. Executive Administrator, Angela Varnado called the roll. A quorum was present.

The Committee heard a report from the Legal Counsel regarding the question "may GAEDA enter into a CEA to provide specified funding for events/activities after those event/activities have transpired without a preexisting agreement?" Legal Counsel advised that GAEDA has established a longstanding precedent of requiring pre-award of all grants and CEA' s. The pre-award phase represents the beginning of the grant lifecycle (or the budget cycle), which includes announcing opportunities, submitting applications, and reviewing applications. She further stated that this policy has been emphatically followed throughout the established history of GAEDA and is in place to ensure GAEDA complies with La. Const. art. VII, § 14(A), Generally Accepted Accounting Principles, and Louisiana Governmental Audit best practices. She recommended that the Board follow its preexisting policy of pre-award in making a decision in this matter.

It was moved by Commissioner Carroll and seconded by Commissioner Nelson to add to the agenda a motion to accept the opinion of Legal Counsel on the question of whether GAEDA may enter into a CEA to provide specified funding for events/activities after those event/activities have transpired without a preexisting agreement?" There being no further comments, motion was added by unanimous vote.

It was moved by Commissioner Carroll and seconded by Commissioner Nelson to accept the opinion of Legal Counsel on the question of whether GAEDA may enter into a CEA to provide specified funding for events/activities after those event/activities have transpired without a preexisting agreement?" There being no further comments, motion passed by unanimous vote.

It was moved by Commissioner Carroll and seconded by Commissioner Nelson to add to the agenda a motion to authorize Legal Counsel to do research on policies that would allow GAEDA to enter into Cooperative Endeavor Agreements with major conferences/activities outside of the funding cycle and after the annual budget has been approved; and further to research the permissible and non-permissible uses of Political subdivision funds.. There being no further comments, motion was added by unanimous vote.

It was moved by Commissioner Carroll and seconded by Commissioner Nelson to authorize Legal Counsel to do research on policies that would allow GAEDA to enter into Cooperative Endeavor Agreements with major conferences/activities outside of the funding cycle and after the annual budget has been approved and further to research the permissible and non-permissible uses of Political subdivision funds. There being no further comments, motion was passed by unanimous vote.

It was moved by Commissioner Carroll and seconded by Commissioner Sharplin to recommend approval of a grant request from Miss Black Empowerment in an amount not to exceed Five Hundred Dollars (\$500) for advertisement and Seven Hundred and Fifty Dollars (\$750) for meals; for the 2019 Miss Black Empowerment and Mr. Black Empowerment event. Ms. Nakia Nelson, project Manager gave an overview of the event. A discussion was held. There being no further comments, motion passed by unanimous vote.

It was moved by Commissioner Sharplin and seconded by Commissioner Carroll to recommend approval of a grant request from AEX Creatives in an amount up to One Thousand Dollars (\$1,000) for Advertisement and marketing of the 2019 AEX Culture Fest. Ms. Kimberley Franklin, project Manager gave an overview of the event. A discussion was held. There being no further comments, motion passed by unanimous vote.

It was moved by Commissioner Carroll and seconded by Commissioner Nelson to recommend approval of a grant request from God's House of Prayer Ministry in the amount of Three Hundred and Twenty-five Dollars (\$325) for advertisement and One Thousand Dollars (\$1000) for meals for a total of One Thousand Three Hundred and Twenty-Five Dollars (\$1,325) at the 2019 Coming Forth as Pure Gold event. Ms. Latonya Young, project Manager gave an overview of the event. A discussion was held. There being no further comments, motion passed by 2 votes. Commissioner Sharplin recused himself.

It was moved by Commissioner Carroll and seconded by Commissioner Nelson to recommend approval of a grant request from the Scottish Society of Central Louisiana in an amount up to Three Hundred and Fifty Dollars (\$350) for meals at the 2019 St. Andrews Charity Dinner. A discussion was held. There being no further comments, motion passed by unanimous vote.

It was moved by Commissioner Carroll and seconded by Commissioner Nelson to recommend approval of a grant request from the Louisiana Association of Educational Diagnosticians in an amount not to exceed Nine Thousand Dollars (\$9,000) for meals at the Louisiana Association of Educational Diagnosticians 2019 Annual Conference. A discussion was held. There being no further comments, motion passed by 2 votes. Commissioner Sharplin recused himself.

There being no further business to come before the Economic Development Committee, the meeting was adjourned at 9:10 a.m.

**Greater Alexandria Economic Development Authority
Capital Projects Committee Meeting**

Minutes: Meeting of Tuesday, June 18, 2019

Present: Jay Sharplin; John Carroll

Absent: Ralph Covington, Chair

The monthly meeting of the Greater Alexandria Economic Development Authority's Capital Projects Committee was called to order by Commissioner Sharplin at 9:10 a.m. Executive Administrator, Angela Varnado called the roll. A quorum was present.

There being no business to come before the Capital Projects Committee, the meeting was adjourned at 9:11 a.m.

**Greater Alexandria Economic Development Authority
Operations Committee Meeting**

Minutes: Meeting of Tuesday, June 18, 2019

Present: Michael Caffery, Chair Zebulon Winstead

Absent: Ralph Covington

The monthly meeting of the Greater Alexandria Economic Development Authority's Operations Committee was called to order by Commissioner Caffery at 9:12 a.m. Executive Administrator, Angela Varnado called the roll. A quorum was present.

Commissioner Caffery informed the Board of a new laptop purchase for the Executive Administrator. The purchase was within the budget.

There being no further business to come before the Operations Committee, the meeting was adjourned at 9:13 a.m.

**Greater Alexandria Economic Development Authority
Regular Meeting Agenda**

Minutes: Meeting of Tuesday, June 18, 2019

Present: Tamara Battles, Chair; Michael Caffery, Vice-Chair; Paula Nelson, Secretary/Treasurer; John Carroll; Jay Sharplin; Zeb Winstead

Absent: Ralph Covington

The monthly meeting of the Greater Alexandria Economic Development Authority was called to order by Commissioner Battles at 9:13 a.m. Executive Administrator, Angela Varnado called the roll. A quorum was present.

It was moved by Commissioner Carroll and seconded by Commissioner Winstead to approve all items on the June 2019 Consent Agenda. There being no public comments, motion passed by unanimous vote.

It was moved by Commissioner Caffery and seconded by Commissioner Winstead to accept the Audit of Financials for the year ended December 31, 2018. There being no public comments, motion passed by unanimous vote.

It was moved by Commissioner Caffery and seconded by Commissioner Carroll to add to the agenda a motion to accept the opinion of Legal Counsel on the question of whether GAEDA may enter into a CEA to provide specified funding for events/activities after those event/activities have transpired without a preexisting agreement?" There being no comments, motion was added by unanimous vote.

It was moved by Commissioner Caffery and seconded by Commissioner Winstead to accept the opinion of Legal Counsel on the question of whether GAEDA may enter into a CEA to provide specified funding for events/activities after those event/activities have transpired without a preexisting agreement?" There being no further comments, motion passed by unanimous vote.

It was moved by Commissioner Winstead and seconded by Commissioner Carroll to add to the agenda a motion to authorize Legal Counsel to do research on policies that would allow GAEDA to enter into Cooperative Endeavor Agreements with major conferences/activities outside of the funding cycle and after the annual budget has been approved and further to research the permissible and non-permissible uses of Political subdivision funds. There being no comments, motion was added by unanimous vote.

It was moved by Commissioner Winstead and seconded by Commissioner Carroll to authorize Legal Counsel to do research on of policies that would allow GAEDA to enter into Cooperative Endeavor Agreements with major conferences/activities outside of the funding cycle and after the annual budget has been approved and further to research the permissible and non-permissible uses of Political subdivision funds. There being no

further comments, motion passed by unanimous vote.

It was moved by Commissioner Carroll and seconded by Commissioner Winstead to approve a grant request from Miss Black Empowerment in an amount not to exceed Five Hundred Dollars (\$500) for advertisement and Seven Hundred and Fifty Dollars (\$750) for meals; for the 2019 Miss Black Empowerment and Mr. Black Empowerment event. There being no further comments, motion passed by unanimous vote.

It was moved by Commissioner Winstead and seconded by Commissioner Caffery to approve a grant request from AEX Creatives in an amount up to One Thousand Dollars (\$1,000) for Advertisement and marketing of the 2019 AEX Culture Fest. A discussion was held. There being no further comments, motion passed by unanimous vote.

It was moved by Commissioner Carroll and seconded by Commissioner Nelson to approve a grant request from God's House of Prayer Ministry in the amount of Three Hundred and Twenty-five Dollars (\$325) for advertisement and One Thousand Dollars (\$1000) for meals for a total of One Thousand Three Hundred and Twenty-Five Dollars (\$1,325) at the 2019 Coming Forth as Pure Gold event. There being no further comments, motion passed by 6 votes. Commissioner Sharplin recused himself.

It was moved by Commissioner Carroll and seconded by Commissioner Winstead to approve a grant request from the Scottish Society of Central Louisiana in an amount up to Three Hundred and Fifty Dollars (\$350) for meals at the 2019 St. Andrews Charity Dinner. There being no further comments, motion passed by unanimous vote.

It was moved by Commissioner Caffery and seconded by Commissioner Nelson to approve a grant request from the Louisiana Association of Educational Diagnosticians in an amount not to exceed Nine Thousand Dollars (\$9,000) for meals at the Louisiana Association of Educational Diagnosticians 2019 Annual Conference. There being no comments, motion passed by 6 votes. Commissioner Sharplin recused himself.

The Executive Director stated that he will present his End of Year Report for 2018 and elaborate on a proposed acquisition idea in the near future.

There being no further business to come before the board, the meeting was adjourned at 9:21 a.m.