

**PAMPA ECONOMIC DEVELOPMENT CORPORATION
BOARD OF DIRECTORS
MINUTES
September 17, 2020**

PRESENT: Glennette Goode, Troy Newton, Ted Hutto, Tanya Larkin, Emily Arrington, Jason Bagwell

ABSENT: Sue Fatheree

ALSO PRESENT: Clay Rice, Treasa Heuston, Carol McCord, Vanessa Buzzard, Spencer McElhannon, Shane Stokes, David Dickerson, Mike Davis, and John Lee,

The Pampa EDC monthly meeting was held Thursday, September 17, 2020, 5:00 p.m. at Pampa ISD Administration Building, 1233 N. Hobart in the Board Room.

1. President Glennette Goode called the meeting to order at 5:03 p.m.
2. Board Member Emily Arrington opened with prayer.
3. **Minutes**

A motion was made by Board Member Tanya Larkin to approve the July 23, 2020 amended minutes and the August 13th, 19th and 20th minutes, Board Member Troy Newton seconded, with each Board Member voting AYE, the motion carried.

4. **Citizens Forum**
There were no public comments during the meeting.

5. **Authorization to engage the auditing firm of Doshier, Pickens and Francis LLC. to perform the 2019-2020 Annual Audit.**

A motion was made by Board Member Emily Arrington to authorize the auditing firm of Doshier, Pickens and Francis LLC. to perform the 2019-2020 Annual Audit, Board Member Jason Bagwell seconded with each Board Member voting AYE, the motion carried.

6. **Employee and Board Policies**

Vanessa Buzzard gave the Board Members the Code of Ethics documents for signatures that are required for the Pampa EDC, Las Pampas Square and Pampa Energy Center. The Board Members and staff will be required to sign these documents each year.

A committee was put together consisting of President Glennette Goode and Board Members Sue Fatheree and Ted Hutto to continue putting together a manual of Board and Employee Policies and Procedures.

7. **Report from Clay Rice, Executive Director
Calendar/Report**

Director Clay Rice reported that he had completed the training portion of the TEDC Sales Tax training on September 4, 2020 and would be completing the Question and Answer section on September 18, 2020. He encouraged the Board Members who had not signed up for the TEDC Sales Tax Training to do so because it was a board member and staff requirement. He will be attending the Annual Highground meeting on October 21st and 22nd, 2020.

8. PEC Report or Discussion

No updates reported

LPS Report or Discussion

No updates reported

9. Treasurer's Sue Fatheree Financial Report

City of Pampa July Report

August Financials

President Glennette Goode reported on the financials

5. Executive Session

The Board of Directors met in closed session at 5:30 p.m., in accordance with Texas Government Code, Subchapter D, Section 551.074 and Section 551.087.

Open Session

President Glennette Goode reconvened the Board in open session at 7:02 p.m.

No action was taken by the Board of Directors concerning any discussion held in executive session.

6. Adjournment

With no further business on the agenda Board Member Jason Bagwell made a motion to adjourn at 7:04 p.m., Board Member Emily Arrington seconded, with each Board Member Voting AYE the motion carried.

Glennette Goode

President

Treasa Heuston

Office Administrator