



November 20, 2019 Board of Directors Meeting Minutes

MINUTES of Annual Meeting of the **San Benito Economic Development Corporation** Board of Directors held on **Wednesday, November 20, 2019 at 5:30 P.M. at 701 N. Bowie St., San Benito, Cameron County, Texas 78586.**

BOARD MEMBERS PRESENT:

Julian Rios, President
Rene Garcia, Vice-President
Encarnación López, Secretary/Treasurer
Mary Bolado, Board Member
Ramiro Guerra, Board Member
Jeremy Maya, Board Member

BOARD MEMBERS ABSENT:

Mayor Benjamín Gómez, Ex-Officio Member

EDC STAFF

Rebeca, Castillo, San Benito EDC Executive Director
Victoria Padron, San Benito EDC Economic Development Specialist

Others Present:

Antonio Torres, San Benito EDC Attorney

1. Determination of a quorum

[Mr. Julian Rios](#) made welcoming remarks. A quorum was determined to be present.

2. Call to Order

[Mr. Julian Rios](#) called the meeting to order at 5:35 PM.

3. Pledge of Allegiance & Texas Flag Pledge

Standing for Pledge of Allegiance & Texas Flag Pledge was completed.

4. Invocation

Invocation was done by [Ms. Mary Bolado](#).

5. Public Comments

No Public Comments.

6. Consent Agenda Items:

All consent Agenda items are considered to be routine by the San Benito Economic Development Corporation and will be approved by one motion. There will be no separate discussion of these items unless a San Benito EDC Board Member so requests, in which event the item will be removed from the Consent Agenda and considered in its normal sequence on the Agenda.

Items "A"

A. October 23, 2019 Meeting Minutes

Motion to approve item "A" was made by [Mr. Encarnacion Lopez](#). The motion was seconded by [Ms. Mary Bolado](#). [Mr. Jeremy Maya](#) abstained from voting. Motion carried unanimously.

7. Discussion and Possible Action on the San Benito CISD-Career and Technical Education Collaboration Opportunity

Item tabled.

8. Selection of Officers;

- A. President: [Mr. Rene Garcia](#) nominated [Mr. Julian Rios](#) for President, [Ms. Mary Bolado](#) Seconded. Motion was carried unanimously.
- B. Vice-President: [Mr. Encarnacion Lopez](#) nominated [Mr. Rene Garcia](#) for Vice President. [Mr. Jeremy Maya](#) seconded. Motion was carried unanimously.
- C. Secretary/ Treasurer: [Ms. Mary Bolado](#) nominated [Mr. Jeremy Maya](#) for Secretary/Treasurer. The motion was seconded by [Mr. Rene Garcia](#). Motion was carried unanimously.

9. Consideration and Action to authorize the issuance of bank signature cards and have authority to sign San Benito EDC checks to the San Benito EDC Board Officers

A motion to authorize the issuance of bank signature cards and have authority to sign San Benito EDC checks to the San Benito EDC Board Officers was made by [Mr. Rene Garcia](#). The motion was seconded by [Mr. Encarnacion Lopez](#). The motion carried unanimously.

10. Executive Director's Monthly Update

[Mrs. Rebeca Castillo](#), Executive Director, provided a verbal update on EDC activities.
No Action Needed.

11. Presentation and Acknowledgement of the San Benito EDC Financial Statements for the period ending September 30, 2019

[Mrs. Rebeca Castillo](#), EDC Executive Director presented the San Benito Economic Development Corporation financial statements for the period ending on September 30, 2019 to the SBEDC Board of Directors.

A motion to acknowledge the San Benito EDC Financial Statements for the period ending on September 30, 2019 was made by [Mr. Encarnacion Lopez](#) motion was seconded by [Mr. Rene Garcia](#) . The motion carried unanimously.

12. Presentation and Acknowledgement of the USDA Small Business Loan Program report for the period ending September 30, 2019;

[Mrs. Rebeca Castillo](#), EDC Executive Director, presented the USDA Small Business Loan Program report for the period ending on September 30, 2019 to the SBEDC Board of Directors.

A motion to acknowledge the USDA Small Business Loan Program report for the period ending September 30, 2019 was made by [Mr. Rene Garcia](#). The motion was seconded by [Mr. Encarnacion Lopez](#). The motion carried unanimously.

13. Presentation and Acknowledgment of the October 2019 Accounts Payable Report;

[Mrs. Rebeca Castillo](#), EDC Executive Director presented the October 2019 Accounts Payable Report.

A motion to acknowledge the September 2019 Accounts Payable Report was made by [Mr. Rene Garcia](#). The motion was seconded by [Mr. Encarnacion Lopez](#). The motion carried unanimously.

14. Discussion and Possible Action on the adoption of new San Benito EDC logo;

A motion to adopt the new San Benito EDC logo was made by [Mr. Ramiro Guerra](#). The motion was seconded by [Mr. Rene Garcia](#). [Mr. Julian Rios](#) abstained from voting. [Ms. Mary Bolado](#) voted against. Motion carried with 4 voting members for 1 abstaining and 1 against.

15. Discussion and Possible Action to rectify the expenditures of signage for the San Benito EDC offices

A motion to rectify the expenditures of signage for the San Benito EDC offices was made by [Mr. Rene Garcia](#). The motion was seconded by [Mr. Encarnacion Lopez](#). [Ms. Mary Bolado](#) abstained from voting. Motion carried with 5 voting members for and 1 abstaining.

16. Discussion and Possible Action on the San Benito Economic Development Corporation's Employee Handbook;

A motion to approve San Benito Economic Development Corporation's Employee Handbook subject to adding sick day transfer Section 704 was made by [Mr. Rene Garcia](#). The motion was seconded by [Mr. Jeremy Maya](#). The motion carried unanimously.

17. Discussion and Possible Action on the Application Guidelines and Criteria for the San Benito EDC Community Partnership Grant

A motion to approve the Application Guidelines and Criteria for the San Benito EDC Community Partnership Grant was made by [Mr. Rene Garcia](#). The motion was seconded by [Mr. Encarnacion Lopez](#). [Mr. Jeremy Maya](#) abstained from voting. Motion carried with 5 voting members voting for and 1 abstaining.

18. Update on the Christmas Destination efforts at the W.H. Memorial Park

Mrs. Rebeca Castillo, EDC Executive Director, provided an update on the Christmas Destination efforts at the W.H. Memorial Park.

19. EXECUTIVE SESSION

- A. Under Texas Government Code, Section 551.071: Consultation with attorney regarding Delia's Adult Day Care;
- B. Under Texas Government Code, Section 551.071: Consultation with attorney regarding X Treme Jump;
- C. Under Texas Government Code, Section 551.071: Consultation with attorney regarding 2550 Expressway property;
- D. Under Texas Government Code, Section 551.074, Personnel: To deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee, to hear complaints or charges against a public officer:
 - I. Evaluation of Executive Director
 - II. Discussion of EDC Executive Director's Employment Contract

EDC Board of Directors Convened into executive session at 7:33 PM

EDC Board of Directors Re-convened into public session at 9:19 PM

20. Action, if any, to be taken on items discussed in Executive Session

A motion to approve items A & B as discussed in Executive Session was made by [Ms. Mary Bolado](#). The motion was seconded by [Mr. Encarnacion Lopez](#). The motion carried unanimously.

21. Determination of Date and Time for the next San Benito EDC Board of Directors Meeting

The San Benito EDC Board of Directors agreed to a Special Called Meeting December 4, 2019 at 5:30 PM.

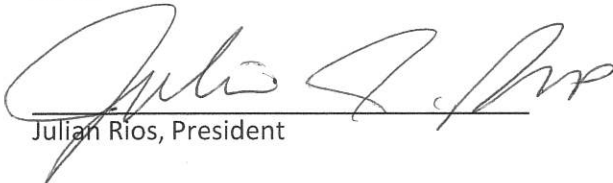
22. Board Comments

No comments

23. Meeting Adjournment

The meeting adjourned at 9:27 PM. A motion to adjourn was made by [Ms. Mary Bolado](#). The motion was seconded by [Mr. Encarnacion Lopez](#). The motion carried unanimously.

Approved by the San Benito Economic Development Corporation on this 15th day of January 2020.


Julian Rios, President

ATTEST:


Jeremy Maya, Secretary/Treasurer