

**MINUTES FOR THE
KEENE BUSINESS DEVELOPMENT CORPORATION
TYPE B BOARD
TUESDAY MARCH 16, 2021**

PRESENT: Aaron Moses, Cheryl Schram, Jason Hamilton, & Nick Chesney.

ABSENT: Ricky Stephens, Donnie Beeson & Russ Ziegler

Also Present: Molly Martin-Economic Development Director, Diane Helms-City Secretary, Charles Williams-Finance Director, Don Martin – Public Works Director, Development Services, Cheryl McClain, and Michael Boese - City Manager.

CALLED TO ORDER: Board Vice President Moses called the meeting to order at 3:30 p.m.

***1. President's Remarks
None***

***2. Citizens Comments (Citizens allotted 3 minutes for comments)
None***

3. Approve Meeting Minutes for January 19, 2021 regular meeting.

Member C. Schram made a motion to accept the minutes from the January 19, 2021 meeting and as written, seconded by Member N. Chesney. Motion passed unanimously 4-0.

4. Approval of Financial Statement for January 2021 and February 2021.

Finance Director Charles Williams presented the Economic Development Board (Type B) financial reports for January 2021 and February 2021.

Member J. Hamilton moved to approve the financial statements for January 2021 and February 2021, second by Member N. Chesney. Motion passed unanimously 4-0.

5. Discussion and possible action on decorative poles along FM 2280.

Member J. Hamilton made a motion to approve the proposed quote for phase, 10 decorative poles along FM 2280, seconded by member C. Schram. Motion passed unanimously 4-0.

6. Discussion and possible action on purchasing directional signs for city.

Member C. Schram made a motion to deny the purchase of 4 directional signs for the city, seconded by member J. Hamilton. Motion passed unanimously 4-0

7. Discussion and possible action regarding a donation of \$5,000 to Christmas in Action, a non-profit charity program, to make minor repairs to homes owned by elderly, disabled veterans, and low-income Keene citizens.

After speaking to the EDC Attorney, it was discovered the Type B can not donate or fund this project.

Member C. Schram made a motion to deny a donation of \$5,000 to Christmas in Action, a non-profit charity program, seconded by Member J. Hamilton. Motion carried unanimously 4-0.

8. Discussion and possible action regarding a park project involving a pollinator garden and drought friendly shrubs in Elisa Carver Park.

Member J. Hamilton made a motion to approve the park project involving a pollinator garden and drought friendly shrubs in Elisa Carver Park not to exceed \$500.00, seconded by Member C. Schram. Motion carried unanimously 4-0.

9. Re-election of the following board member for a two-year term starting March 2021 to March 2023.

- Ricky Stephens
- Cheryl Schram
- Russ Ziegler
- Nick Chesney

Member C. Schram made a motion to re-elect Rickey Stephens to a two-year term ending March 2023, seconded by Member N. Chesney. Motion passed unanimously 4-0.

Member A. Moses made a motion to re-elect Cheryl Schram to a two-year term ending March 2023, seconded by Member J. Hamilton. Motion passed unanimously 4-0.

Member J. Hamilton made a motion to re-elect Russ Ziegler to a two-year term ending March 2023, seconded by Member N. Chesney. Motion passed unanimously 4-0.

Member C. Schram made a motion to re-elect Nick Chesney to a two-year term ending March 2023, seconded by Member J. Hamilton. Motion passed unanimously 4-0.

10. Nominate and elect board officers to a one-year term ending March 2022.

- President

- Vice President
- Treasurer
- Secretary

Member J. Hamilton made a motion to appoint Member Ricky Stephens as President, seconded by C. Schram. Motion passed unanimously 4-0.

Member C. Schram made a motion to appoint Member Aaron Moses as Vice President, seconded by Member J. Hamilton. Motion passed unanimously 4-0.

Member A. Moses made a motion to appoint Member Cheryl Schram as Treasurer, seconded by J. Hamilton. Motion passed unanimously 4-0.

Member A. Moses made a motion to appoint Member Russ Ziegler as Secretary, seconded by Member N. Chesney. Motion passed unanimously 4-0.

11. Director's Report

Project Hero is Saturday April 17th. Pathfinders will provide the food for the event.

Picnic Tables for the new park pavilion are in and assembled and the restroom is close to being complete. Molly will be setting up a ribbon cutting ceremony for the new pavilion.

Retail Strategies met with Molly on Wednesday March 10th. They will start working on a spending analysis report so we can target the industries that are most needed in Keene.

12. Request for future agenda items. None

13. Adjourn 4:36 pm



Ricky Stephens, Board Member
 Aaron Moses



Diane Helms, City Secretary