



**MINUTES OF MEETING
THURSDAY, DECEMBER 21, 2017, 4:00 P.M.
DENISON DEVELOPMENT ALLIANCE
311 W. WOODARD STREET, DENISON, TEXAS**

MEMBERS PRESENT: Matthew Looney, David Spindle, Robert Sylvester

MEMBERS ABSENT: Robert Brady, Brett Evans

STAFF PRESENT: Tony Kaai, CEcD – President, Loretta Rhoden – VP of Operations,
William Myers – VP of Business Development

VISITORS PRESENT: None

MEETING WAS CALLED TO ORDER BY DAVID SPINDLE, CHAIRMAN AT 4:07 P.M.

- I. REVIEW AND CONSIDER APPROVAL OF THE SPECIAL CALLED MEETING MINUTES HELD SEPTEMBER 8, 2017, THE REGULAR CALLED MEETING MINUTES HELD OCTOBER 19, 2017, THE SPECIAL CALLED MEETING MINUTES HELD NOVEMBER 6, 2017, AND THE SPECIAL CALLED MEETING MINUTES HELD NOVEMBER 15, 2017:** Reviewed by members. Matthew Looney motioned to approve the regular and special called meeting minutes as submitted by staff. Robert Sylvester seconded. Motion was unanimously approved.
- II. REVIEW AND CONSIDER APPROVAL OF THE OCTOBER 2017 AND NOVEMBER 2017 FINANCIAL REPORTS:** Robert Sylvester moved to approve the October and November financial reports as submitted by Veronica Davis, CPA. Matthew Looney seconded, and the motion was unanimously approved.
- III. REVIEW AND CONSIDER APPROVAL OF THE REVISED POLICY PROCEDURE MANUAL/EMPLOYEE HANDBOOK:** Matthew Looney moved to approve the revisions on page 24, section 4, item 4.8 (Attachment A) recommended by staff on the updated/revised policy and procedure manual presented to the Board by VP of Operations, Loretta Rhoden. Revisions included the name of DDA's newly acquired retirement agency/broker and the eligibility requirements for retirement. The motion was seconded by Robert Sylvester, and unanimously approved.

IV. REVIEW MONTHLY INVESTMENT REPORT: Loretta Rhoden, VP of Operations, reported the only changes to this month's investment report was the accrued interest and obligated incentive payments made during the month. Reviewed by Board members. No action needed.

V. MONTHLY STAFF REPORT: Presented by DDA staff members. No action needed.

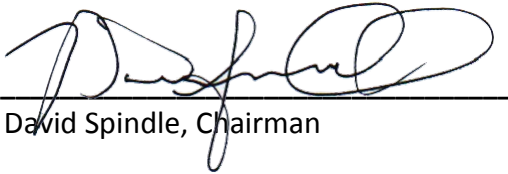
ANNOUNCEMENT BY PRESIDING OFFICER: "As authorized by Section 551.072 of the Texas Government Code, the Denison Development Alliance adjourned into closed Executive Session on the 21st day of December, 2017, at 4:49 P.M. to consider the following:

I. DELIBERATION REGARDING REAL PROPERTY

Following the closed Executive Session the Board reconvened in open and public session at 4:57 P.M.

I. DELIBERATION REGARDING REAL PROPERTY - No action Taken

THERE BEING NO FURTHER BUSINESS THE MEETING WAS ADJOURNED AT 4:57 P.M.



David Spindle, Chairman

01/18/2018

Date Approved