



**City of Coffee City
Economic Development Corporation**

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**Economic Development Corporation Minutes
May 17, 2021 Meeting**

1. Call to order

- a. Meeting was called to order by Jan Daughtery at 6:00 p.m.

2. Roll Call

- a. Members present: Jan Daughtery, GeoJan Wright- Hunter, Vicki Castleberry, and Tom McBride
Quorum present.

3. Secretary election and bank signatures

- a. A motion was made by GeoJan Wright-Hunter to keep Jan Daughtery on as EDC Secretary and to remove Shellena Bivens signature off of the Southside Bank and Austin Bank accounts and to add Jan Daughtery on as signatory by. Tom McBride seconded.
All in favor none opposed. Motion approved.

4. Law firm

- a. After discussion a motion was made by Vicki Castleberry to table a decision on which lawyer to hire until all board members had time to go over new information that was presented. GeoJan Wright-Hunter seconded. All in favor, none opposed. Motion approved.

5. Treasurer

- a. GeoJan Wright-Hunter discussed the months that secretary Shellina Bivens had received for her services. Upon this information GeoJan Wright-Hunter made a motion that Shellina Bivens was paid correctly for her services and is not due any more money. Tom McBride seconded. All in favor none opposed. Motion approved.
- b. GeoJan Wright-Hunter also presented the board with invoices that was owed to the city. A discussion was made about each invoice: 1. cbs Complete invoice. A motion was made by Vicki Castleberry to reimburse this money to the city. Tom McBride seconded. All in favor none opposed.
2. EDC's portion of Liability Insurance with TML Year 2020.
Tom McBride made a motion to reimburse the city for this invoice. Seconded by Vicki Castleberry. All in favor none opposed. Motion approved.
All in favor none opposed. Motion approved.