



**BOARD MEETING MINUTES
BATON ROUGE NORTH
ECONOMIC DEVELOPMENT DISTRICT**

Thursday, January 20, 2022

Attendees:

Dr. James Gilmore, **Chairman** (via Zoom)
April Hawthorne, **Executive Director**
Stephanie Cargile, **Treasurer** (via Zoom)
Tasha Clark Amar, Board Member
Myra Richardson, Board Member
Dezmion Barrow, Board Member
Eugene Johnson, Board Member
Brian Lafleur, Board Member
Bill Pizzolato, Board Member
Melvin Davis, **Board CPA**
Nahshon Route, Esq. **Board Attorney**

Absentees:

Dr. Leroy Davis, Board Member
Jessie Glasper, Board Member
Dr. Jacqueline Mims, **Vice Chairperson**
Tara Williams, Board Member

Approval of Minutes

- I. Election of New Officers
 - A. Motion by Dr. Leroy Davis to elect Dr. James Gilmore for another term as Chairperson. Dr. Gilmore accepted. No other nominations made. Motion carried unanimously.
 - B. Tasha Clark Amar was nominated to serve as Vice-Chairperson. Ms. Amar accepted. No other nominations were made. The motion carried unanimously.
 - C. Stephanie Cargile was nominated to serve a second term as Treasurer. Ms. Cargile accepted. No other nominations were made. The motion carried unanimously.
 - D. Brian Lafleur was nominated by Tasha Clark Amar to serve a second term as Secretary. Mr. Lafleur accepted. No other nominations were made. The motion carried unanimously.
 - E. Motion to close all nominations by Tasha Clark Amar.



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- F. Motion was seconded by Dezmion Barrow.
- G. The motion to close elections carried unanimously.

II. FSIP Applications

- A. Motion to move up discussion of applications to second item on the Agenda by Tasha Clark Amar.
- B. Motion was seconded by Myra Richardson.
- C. Dr. Dearborne
 - 1. Motion to accept his FSIP Application by Tasha Clark Amar.
 - 2. Motion seconded by Myra Richardson
 - 3. Motion carried unanimously.

III. Approval of Minutes

- A. Thursday, November 18, 2021
 - 1. Motion to approve minutes by Tasha Clark Amar.
 - 2. Motion was seconded by Myra Richardson.
 - 3. Motion carried unanimously.

IV. Financial Reports

- A. November 30, 2021
- B. December 31, 2021
 - 1. Motion to approve Financial Reports by Brian Lafleur.
 - 2. Motion was seconded by Stephanie Cargile.
 - 3. No public comment.
 - 4. Motion carried unanimously.



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V. Chairman's Report

A. Façade Disbursement Policy Recommendation

1. Executive Director Hawthorne recommended that the Board add a disbursement release policy for contractors that states "whenever applicants submit disbursement receipts, they must put up a sign or awning saying that the business they have contracted is a legitimate business." The purpose of this policy is to protect the Board for auditing purposes.
2. Motion to accept the addition of the disbursement release policy made by Tasha Clark Amar.
3. Motion was seconded by Dezmion Barrow.
4. No public comment.
5. The motion carried unanimously.

B. Oshan Sponsorship – BRNEDD's Platinum sponsorship of Krew of Oshan Mardi Gras Float on February 19, 2022.

1. Motion for proposed BRNEDD funding out of Façade Grant Program by Dr. Gilmore.
2. Motion was seconded by Dezmion Barrow.
3. No public comment.
4. Motion carried unanimously.

C. Board Attorney Contract Renewal

1. Motion to renew attorney contract by Tasha Clark Amar.
2. Motion was seconded by Bill Pizzolato.
3. Dr. Gilmore indicted his and Executive Director Hawthorne's extensive use of Board attorney as staff attorney beyond previous use as "general counsel" during this formative period. Thus, law firm has provided Board with two attorneys.



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4. Motion carried unanimously.
- D. Façade Program Manager Contract Renewal
1. BRNEDD Board has seen the contract.
 2. Motion to renew Program Manager’s contract by Myra Richardson.
 3. Motion was seconded by Bill Pizzolato.
 4. No public comment.
 5. Motion carried unanimously.
- E. CPA’s Contract Renewal
1. Contract reviewed by Executive Director Hawthorne.
 2. Motion to renew by Myra Richardson.
 3. Motion seconded by Tasha Clark Amar.
 4. Dr. Gilmore indicated his and Executive Director Hawthorne’s extensive use of the Board’s CPA.
 5. Motion to renew CPA’s contract carried unanimously.

VI. Unfinished Business

- A. Motion to move up “Unfinished Business” by Myra Richardson. .
1. Motion was seconded by Tasha Clark Amar.
 2. No public comment.
 3. Motion carried unanimously.
- B. Signature 1 Apartments FSIP Recommendation – This application was tabled pending review by the Ad Hoc Committee during the October 2021 Board meeting. The Committee determined that landlords could receive FSIP funding and recommends this application for approval.
1. Motion to approve Signature 1 Apartments FSIP application made by Chairman Gilmore.



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2. Motion was seconded by Dezmion Barrow.
3. No public comment.
4. Motion carried unanimously.

VII. Executive Director's Report

- A. Strategic Plan Review & Working Plan w/Christel Slaughter – The Executive Director researched this issue and found that the Board had already adopted a Strategic Plan. In order to avoid unnecessary duplication of efforts, the Executive Director will perform a survey with the current Board to determine if the existing Strategic Plan needs to be amended. Due to the FSIP grant and other work currently underway, the Strategic Plan is already being accomplished. The Board will have a retreat in mid-July to discuss the Strategic Plan depending on the state of Covid.
- B. Façade and Signage Update – Fourteen applicants have been approved. Five applicants have received funding. Executive Director Hawthorne is working on a 100-day report which the Board will receive by the end of the month. As we approve applications, the Board will showcase what it is doing by hosting reveal parties. The first reveal party is at The Luster Group. The second one is on February 24, 2022, at Hair By Trademark. Mayor Broome, Councilpersons, and legislators will be invited. A photo will be taken at each location.
- C. BRCC Workforce Training Update – Baton Rouge North Economic Development District is partnering with Baton Rouge Community College and ExxonMobil to give \$60,000 for training of young people in North Baton Rouge as contractors, pipefitters and electricians, etc. Executive Director Hawthorne went to BRCC event and posted it on the BRNEDD Facebook page. Many people attended who saw our flyers and announcement in the news.
- D. 2021 Compliance (Ethics Board Certificates) – Each year Board members must do ethics training. 85% of Board members submitted their Ethics Certificates. Board members may start ethics training for 2022. Executive Director Hawthorne is going to train the Board in parliamentary procedure via Zoom next week. The Board will do one training per month and members will receive certificates for each training session.
- E. D&O/G&L Insurance Update – The Board was recently made current on its Directors and Officers liability insurance which lapsed in May. Our Board composition and location have changed which is part of the lapse in coverage. The cost of this coverage was just over \$2,000.



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- VIII. New Business (No new business.)
- IX. Announcements
 - A. Next Board meeting Thursday, February 17, 2022, at 12 Noon.
 - B. Location: BREC Administration Building
- X. Adjournment
 - A. Motion to adjourn the meeting by Brian Lafleur.
 - 1. Motion to adjourn seconded by Dezmion Barrow.
 - 2. Meeting was adjourned by Eugene Johnson.