



**BATON ROUGE NORTH ECONOMIC DEVELOPMENT DISTRICT
REGULAR BOARD MEETING MINUTES
Thursday, February 16, 2023, at 12:00 noon
BREC Administration Bldg. 6201 Florida Blvd. Baton Rouge, LA 70806**

Attendees:

Dr. James Gilmore, Chairman
Tasha Clark-Amar, Vice Chairperson
Gary Chambers, Board Member
Dr. Leroy Davis, Board Member
William Pizzolotta, Board Member

Board Staff:

April Hawthorne, Executive Director
Melvin Davis, Board CPA
Nahshon Route, Esq. – Board Attorney

Absent:

Stephanie Cargile, Treasurer
Dr. Eugene Johnson, Board Member
Terra Williams, Board Member

Quorum was established for this meeting.

I. CALL TO ORDER

The Chair called the meeting to order at 12:21 pm and welcomed all in attendance.

II. OPENING PRAYER

Prayer was led by Nahshon Route, Esq.

III. ROLL CALL

Only three (3) board members were present at roll call.

Two (2) additional members joined during the Partner Report, at which time quorum was established.

IV. PUBLIC COMMENT

None

V. APPROVAL OF MINUTES

Approval of the minutes of the October 20, 2022, meeting was deferred to the next Board meeting.



VI. PARTNERS REPORT

a. EBR School/CTEC Update on Culinary Arts Partnership

Amber Boyd, Director EBR/CTEC, provided the Board with an update on the culinary arts partnership. A detailed breakdown of fund use for the \$50,000 BRNEDD endowment was provided. Participating students will receive Carnegie credits towards graduation, as well as dual enrolment credits with BRCC and industry-based credentials. A partnership has also been struck with the Louisiana Culinary Institute, including the provision of advisory support, chefs and scholarships for students completing Level II.

Program demand is high; 46 students have been accepted for 2023-2024, and 35 additional students currently on waitlist.

Discussion took place regarding opportunities to increase the number of students able to participate in the intern program. A suggestion was made to identify the total number of students interested in internships, then outreach to businesses in the community to participate and/or raise funds to support the internships. It was noted that participants in the Façade Signage program could potentially be natural partners for the internship program.

Action #1: Ms. Boyd to connect representatives from the internship department with Ms. Hawthorne BRNEDD.

VII. FINANCIAL REPORT

Melvin Davis, CPA presented an overview of the 2022 Amended Budget, noting that all proposed amendments are within 5% variance. The 2023 Annual Budget was also presented. Budget expenditures are projected to exceed previous year, with total expenditures exceeding total revenue by \$108,580.

Discussion took place regarding sustainability of financial operations, including the need for broader engagement with the legislature to garner increased support and resources. It was noted that a letter of support has been drafted to the legislature, and resources allocated in the budget for the hire of a lobbying firm to lead efforts for legislative engagement. A suggestion was made for a legislative meeting with all appointing authorities.

Motion: Gary Chambers moved to endorse the 2022 Amended Budget and 2023 Annual Budget, and for both to be posted for 10-day public inspection. Seconded by Tasha Clark-Amar. Motion Carried.

a. Review CPA Audit Engagement Letter



Motion: Dr. Gilmore moved to approve the CPA Audit Engagement Letter as presented. Seconded by Tasha Amar-Clark. Motion Carried.

VIII. CHAIRMAN'S REPORT

a. Election of New Officers

Dr. Gilmore reported that he has concluded his term as Chairman of the Board and recommended the appointment of the current Vice-Chair to the position. This would create a vacancy at that position which would need to be filled.

Motion: Dr. Gilmore moved for the election by acclamation of Tasha Clark-Amar as the new Board Chair, and Gary Chambers as the Vice-Chair. Seconded by William Pizzolatto. Motion Carried.

Vacancies are also anticipated at the Secretary and Treasurer position. As those individuals were absent from the meeting, there was agreement to defer the election of those position to the next Board meeting.

b. FSIP Videographer Contract

Motion: Gary Chambers move to approve payment of \$3,500 to FSIP videographer as contracted. Seconded by Tasha Clark-Amar. Motion Carried.

IX. EXECUTIVE DIRECTOR'S REPORT

a. Façade and Signage Improvement Program Update

Two (2) new FSIP applications were received.

Motion: Tasha Clark-Amar moved to approve FSIP applications from Light House Pizzeria and Bates Real Estate Agency. Seconded by Gary Chambers. Motion Carried

X. COMMITTEE REPORTS

There were no committee reports.

XI. NEW BUSINESS

None

XII. UNFINISHED BUSINESS

None

XIII. ANNOUNCEMENTS

- a. Arts Showcase will be held on Saturday, February 18, 2023 @ Southern Cofé



b. Next Board Meeting Thursday, March 16, 2023 @ 12 noon

XIV. ADJOURNMENT

Motion: Tasha Clark-Amar moved to adjourn the meeting. Seconded by William Pizzolatto. Motion Carried.