

**MONTEVALLO DEVELOPMENT COOPERATIVE DISTRICT
BOARD OF DIRECTORS MEETING
Parnell Memorial Library
Minutes**

**Regular Meeting
November 23, 2015
4:00 p.m.**

Members Present: Dee Woodham, Reed Prince, DeAnna Smith
Staff Present: Regina Ashmore, Chris Hershey, Susan Hayes
Others Present: Janice Seaman, Montevallo Historic Committee; Cheryl Patton, Eclipse;
Steve Gilbert, Montevallo Chamber of Commerce

The meeting was called to order at 4:07 pm by Chairman Woodham.

Mr. Prince updated the Board on the status of the Coach Company renovations. The tenant is focused on December 3rd to be the first dinner served. The utilities will transfer to the tenant on December 1. The parking lot is scheduled to be striped as soon as the machine is repaired and the weather cooperates. The fencing is complete. The windows have been installed. There will be planters installed as temporary barrier until a permanent railing can be installed. There are several ideas on how to maximize lighting under the canopy. Ms. Hayes stated the renovation total had reached \$179,000 as of Friday.

Chairman Woodham asked the Board to review the addendum to the MOA. Once all directors have reviewed the addendum with the member organizations and obtained any necessary approvals, Mr. Prince will begin the execution.

Ms. Hayes stated the audit was in its final stages with reports being drafted. Ms. Smith stated the fee is \$16,000.00 this year, a small increase from the previous year fee of \$15,000.

Chairman Woodham stated TruGreen was working with the city to replace the dead plants killed by inappropriate application of weed killer. The work is expected to be completed by the end of the month.

Chairman Woodham further stated the Board had been asked to consider the development of a retirement community. After researching the possibilities, the Board determined this would not be a project to be considered as partner. It was not appropriate for the MDCD to pursue.

Ms. Hayes stated the Board would not need to research an employment staffing/payroll company. She was capable of completing the task up to 50 employees. Only when the number escalated beyond 50 would the Board then need to locate a staffing organization. She did request the Board provide her with approximately one month notice of intent to hire employees as registration for State retirement and withholding tax applications must be completed prior to the first payroll generation. Chairman Woodham stated the Main Street project is still waiting on

approval from ALDOT. The track facility is complete. The street sign project is almost complete. The Middle Street project is proceeding. A meeting is scheduled for December 8th at City Hall to discuss the project with local business and landowners.

Ms. Smith made a motion to approve the August minutes. The motion was seconded by Mr. Prince. The motion was approved by all with a three to zero vote.

Mr. Prince made a motion to approve the September minutes. The motion was seconded by Ms. Smith. The motion was approved by all with a three to zero vote.

Ms. Smith made a motion to approve the October minutes. The motion was seconded by Mr. Prince. The motion was approved by all with a three to zero vote.

Mr. Hershey provided the Board with a draft copy of By-laws. In order to address the staggered terms the Board requested, he had to create an interim term for each member. Chairman Woodham asked the Board if there was anything else that should be addressed in the By-laws. Mr. Prince asked how the law read that established the Board and if it is legal to change the terms and lengths of the terms. He stated that the Board was bound by that law and would have to comply with its dictates. The law establishing the Board was covered by Chapter 99B. It dictates that all terms are four years. Ms. Smith stated she felt the By-laws should read "director" in place of members in several sections including decisions and disqualifications. Mr. Hershey asked about amendments in section 5. The Board agreed a unanimous decision should be reached to change the bylaws to prevent the alienation of any one member. Chairman Woodham asked the draft bylaws be submitted to legal counsel to ensure the Board is not missing anything such as dissolution clauses. Mr. Prince stated council should also ensure the Board does not violate any laws or regulations.

Mr. Prince made a motion to adjourn the meeting. The motion was seconded by Ms. Smith. The motion was approved by all with a three to zero vote.

There being no other business the meeting adjourned at 4:42 pm.