

5. ***Approval of the Quarterly Investment Report for the Helotes Economic Development Corporation for the quarter ending March 2022.**

COMMITTEE REPORTS:

6. **Update from the Executive Committee meeting.**

President Lopez highlighted the committee had met twice to review the mission and objectives of the EDC and develop the job qualifications for the Executive Director Position.

7. **Update from the Finance Committee meeting.**

John Kodosky stated the committee had met twice to review and amend the EDC purchasing, travel, and credit card policies.

ITEMS FOR INDIVIDUAL CONSIDERATION:

8. **Discussion and action on amending the HEDC Policies and Procedures to include the following:**
 - **Purchasing Policy;**
 - **Credit Card Policy; and**
 - **Travel Policy.**

Motion was made by Joel Lutz, second by Greg Hayden to discuss and take action on Item 8. Consensus was to approve as presented. Motion carried unanimously.

President Lopez convened into closed session at 7:25 p.m. after reading the following statement.

CLOSED SESSION:

9. **Closed Session in accordance with Texas Government Code § 551.072 *Deliberation Regarding Real Property* and § 551.074 *Personnel Matters*. In addition to the matters listed below, any matter scheduled for Open Session may be discussed in Closed Session, as appropriate and authorized by law:**
 - **§551.072 *Deliberation Regarding Real Property* – To consider the purchase of a real property interest for future development purposes.**
 - **§ 551.074 *Personnel Matters* – To discuss the qualifications and salary range for the position of Executive Director for the Economic Development Corporation.**

President Lopez reconvened the meeting at 8:30 p.m. and announced that no action had been taken during the closed session.

ITEMS FOR INDIVIDUAL CONSIDERATION:

10. **Discussion and action on approving job qualifications and salary range for the position of Executive Director for the HEDC.**

Motion was made by Jeff Felt, second by Greg Hayden to discuss and take action on Item 10. Consensus was to approve the job description and qualifications and establish a salary range of \$75,000 to \$90,000 for the Executive Director position. Motion carried unanimously.

Adjourn the regular meeting of the EDC Board of Directors.

President Lopez adjourned the meeting at 8:33 p.m.



Glenn Goolsby
Interim Executive Director