

**Greater Alexandria Economic Development Authority
Executive & Government Relations Committee Meeting**

Minutes: Meeting of Tuesday, April 20, 2021

Present: John Carroll, Chair, Stephen McGee, Vice-Chair; Candice Cheney,
Secretary/Treasurer

Absent: None

The monthly meeting of the Greater Alexandria Economic Development Authority's Executive & Government Relations Committee was called to order by Commissioner Carroll 8:00 a.m. Executive Administrator, Angela Varnado called the roll. A quorum was present.

There being no business to come before the Committee, the meeting was adjourned at 8:00 a.m.

**Greater Alexandria Economic Development Authority
Administration & Legal Committee Meeting**

Minutes: Meeting of Tuesday, April 20, 2021

Present: Steven R. McGee, Chair; Candice Cheney; Zebulon Winstead

Absent: None

The monthly meeting of the Greater Alexandria Economic Development Authority's Administration & Legal Committee was called to order by Commissioner McGee at 8:02 a.m. Executive Administrator, Angela Varnado called the roll. A quorum was present.

The Committee heard a report from John Theriot, of Knight Masden CPA Firm, on the March 2021 Financial Statements.

It was moved by Commissioner Winstead and seconded by Commissioner Cheney to recommend approval of the March 2021 Financial Statements. There being no public comments, motion passed by unanimous vote.

It was moved by Commissioner Winstead and seconded by Commissioner Cheney to recommend payment of the March 2021 Accounting Bill. There being no public comments, motion passed by unanimous vote.

It was moved by Commissioner Winstead and seconded by Commissioner Cheney McGee to recommend payment of the March 2021 Legal Bill. There being no public comments, motion passed by unanimous vote.

There being no further discussion to come before the Committee, the meeting was adjourned at 8:08 a.m.

**Greater Alexandria Economic Development Authority
Economic Development Committee Meeting**

Minutes: Meeting of Tuesday, April 20, 2021

Present: Michael Caffery, Chair; Steven R. McGee; Zebulon Winstead

Absent: None

The monthly meeting of the Greater Alexandria Economic Development Authority's Economic Development Committee was called to order by Commissioner Caffery at 8:09 a.m. Executive Administrator, Angela Varnado called the roll. A quorum was not present.

It was moved by Commissioner Winstead and seconded by Commissioner McGee to recommend approval of a Cooperative Endeavor Agreement with the Department of Louisiana Disabled American Veterans (DAV) in an amount not to exceed Ten Thousand Dollars (\$10,000) for meal costs associated with the 98th Annual State Convention to be held May 12-15, 2021. A discussion was held. There being no further comments, the item passed by unanimous vote.

It was moved by Commissioner Winstead and seconded by Commissioner McGee to recommend approval of a Cooperative Endeavor Agreement with the Louisiana Future Farmers of America (FFA) in an amount not to exceed Fifteen Thousand Dollars (\$15,000) for meals and advertisement costs associated with the 92nd Louisiana FFA State Convention and Expo to be held June 5-10, 2021. A discussion was held. There being no further comments, the item passed by unanimous vote.

It was moved by Commissioner Winstead and seconded by Commissioner McGee to recommend approval of a Cooperative Endeavor Agreement with the Louisiana Rural Waterway in an amount not to exceed Thirty Thousand Dollars (\$30,000) for meals associated with the conference to be held October 18-21, 2021. A discussion was held. There being no further comments, the item passed by unanimous vote.

It was moved by Commissioner Winstead and seconded by Commissioner McGee to recommend approval of a Cooperative Endeavor Agreement with the Lake Fest in an amount not to exceed \$10,000 for meals associated with the conference to be held October 29-November 1, 2021. A discussion was held. There being no further comments, the item passed by unanimous vote.

It was moved by Commissioner Winstead and seconded by Commissioner McGee to recommend approval of a Cooperative Endeavor Agreement with the Louisiana Early Childhood Association on an amount not to exceed \$5,000 for meals and advertisement associated with the conference to be held November 3-November 5, 2021. A discussion was held. There being no further comments, the item passed by unanimous vote.

It was moved by Commissioner Winstead and seconded by Commissioner McGee to recommend

approval of a Cooperative Endeavor Agreement with the Kent House for the 2021 Annual Le Tour de Bayou in an amount not to exceed \$10,000 for meals and advertisement associated with the event to be held September 9, 2021. A discussion was held. There being no further comments, the item passed by unanimous vote.

It was moved by Commissioner Winstead and seconded by Commissioner McGee to recommend approval of a Cooperative Endeavor Agreement with the Louisiana Association of Chiefs of Police in an amount not to exceed \$11,000 for meals and advertisement for the conference to be held July 19-22, 2021. A discussion was held. There being no further comments, the item passed by unanimous vote.

There being no further business to come before the Committee, the meeting was adjourned at 8:26 a.m.

**Greater Alexandria Economic Development Authority
Capital Projects Committee Meeting**

Minutes: Meeting of Tuesday, April 20, 2021

Present: Michael Caffery, Chair; Candice Cheney; Steven R. McGee

Absent: None

The monthly meeting of the Greater Alexandria Economic Development Authority's Capital Projects Committee was called to order by Commissioner Caffery at 8:27 a.m. Executive Administrator, Angela Varnado called the roll. A quorum was present.

There being no business to come before the Committee, the meeting was adjourned at 8:28 a.m.

**Greater Alexandria Economic Development Authority
Operations Committee Meeting**

Minutes: Meeting of Tuesday, April 20, 2021

Present: Charles F. Smith, Chair, Michael Caffery, Vacant

Absent: None

The monthly meeting of the Greater Alexandria Economic Development Authority's Operation's Committee was called to order by Commissioner Smith at 8:28 a.m. Executive Administrator, Angela Varnado called the roll. A quorum was present.

Staff reported that the new computers and software has been installed in the office. A discussion was held.

There being no further business to come before the Committee, the meeting was adjourned at 8:29 a.m.

**Greater Alexandria Economic Development Authority
Human Resources Committee Meeting**

Minutes: Meeting of Tuesday, April 20, 2021

Present: Candice Cheney, Chair; Charles F. Smith

Absent: Vacant

The monthly meeting of the Greater Alexandria Economic Development Authority's Human Resource Committee was called to order by Commissioner Cheney at 8:55 a.m. Executive Administrator, Angela Varnado called the roll. A quorum was present.

There being no further business to come before the Committee, the meeting was adjourned at 8:29 a.m.

**Greater Alexandria Economic Development Authority
Regular Meeting**

Minutes: Meeting of Tuesday, April 20, 2021

Present: John Carroll, Chair; Steven R. McGee, Vice-Chair; Candice Cheney, Secretary.
Treasurer; Michael Caffery; Zebulon Winstead; Charles Frederick Smith

Absent: None

The monthly regular meeting of the Greater Alexandria Economic Development Authority was called to order by Commissioner Carroll at 8:31 a.m. Executive Administrator, Angela Varnado called the roll. A quorum was present.

It was moved by Commissioner Winstead and seconded by Commissioner Caffery to approve the March 2021 Consent Agenda. There being no public comments, motion passed by unanimous vote. A roll call vote was as follows:

Commissioner Carroll- Yes
Commissioner McGee- Yes
Commissioner Cheney-Yes
Commissioner Caffery- Yes
Commissioner Winstead- Yes
Commissioner Smith-Yes

It was moved by Commissioner Winstead and seconded by Commissioner Cheney to approve a Cooperative Endeavor Agreement with the Department of Louisiana Disabled American Veterans (DAV) in an amount not to exceed Ten Thousand Dollars (\$10,000) for meal costs associated with the 98th Annual State Convention to be held May 12-15, 2021. A discussion was held. There being no further comments, the item passed by unanimous vote. A roll call vote was as follows:

Commissioner Carroll- Yes
Commissioner McGee- Yes
Commissioner Cheney-Yes
Commissioner Caffery- Yes
Commissioner Winstead- Yes
Commissioner Smith-Yes

It was moved by Commissioner Winstead and seconded by Commissioner Cheney to approve a Cooperative Endeavor Agreement with the Louisiana Future Farmers of America (FFA) in an amount not to exceed Fifteen Thousand Dollars (\$15,000) for meals and advertisement costs associated with the 92nd Louisiana FFA State Convention and Expo to be held June 5-10, 2021. A discussion was held. There being no further comments, the item passed by unanimous vote. A roll call vote was as follows:

Commissioner Carroll- Yes
Commissioner McGee- Yes

Commissioner Cheney-Yes
Commissioner Caffery- Yes
Commissioner Winstead- Yes
Commissioner Smith-Yes

It was moved by Commissioner Winstead and seconded by Commissioner McGee to approve a Cooperative Endeavor Agreement with the Louisiana Rural Waterway in an amount not to exceed Thirty Thousand Dollars (\$30,000) for meals associated with the conference to be held October 18-21, 2021. A discussion was held. There being no further comments, the item passed by unanimous vote. A roll call vote was as follows:

Commissioner Carroll- Yes
Commissioner McGee- Yes
Commissioner Cheney-Yes
Commissioner Caffery- Yes
Commissioner Winstead- Yes
Commissioner Smith-Yes

It was moved by Commissioner Winstead and seconded by Commissioner Cheney to approve a Cooperative Endeavor Agreement with the Lake Fest in an amount not to exceed \$10,000 for meals associated with the conference to be held October 29-November 1, 2021. A discussion was held. There being no further comments, the item passed by unanimous vote. A roll call vote was as follows:

Commissioner Carroll- Yes
Commissioner McGee- Yes
Commissioner Cheney-Yes
Commissioner Caffery- Yes
Commissioner Winstead- Yes
Commissioner Smith-Yes

It was moved by Commissioner Winstead and seconded by Commissioner Caffery to approve a Cooperative Endeavor Agreement with the Louisiana Early Childhood Association on an amount not to exceed \$5,000 for meals and advertisement associated with the conference to be held November 3-November 5, 2021. A discussion was held. There being no further comments, the item passed by unanimous vote. A roll call vote was as follows:

Commissioner Carroll- Yes
Commissioner McGee- Yes
Commissioner Cheney-Yes
Commissioner Caffery- Yes
Commissioner Winstead- Yes
Commissioner Smith-Yes

It was moved by Commissioner Winstead and seconded by Commissioner Caffery to approve a Cooperative Endeavor Agreement with the 2021 Kent House Tour de Bayou in an amount not to exceed \$10,000 for meals and advertisement associated with the event to be held September 9, 2021. A discussion was held. There being no further comments, the item passed by unanimous vote. A roll call vote was as follows:

Commissioner Carroll- Yes

Commissioner McGee- Yes
Commissioner Cheney-Yes
Commissioner Caffery- Yes
Commissioner Winstead- Yes
Commissioner Smith-Yes

It was moved by Commissioner Smith and seconded by Commissioner Winstead to approve a Cooperative Endeavor Agreement with the Louisiana Association of Chiefs of Police in an amount not to exceed \$11,000 for meals and advertisement for the conference to be held July 19-22, 2021. A discussion was held. There being no further comments, the item passed by unanimous vote. A roll call vote was as follows:

Commissioner Carroll- Yes
Commissioner McGee- Yes
Commissioner Cheney-Yes
Commissioner Caffery- Yes
Commissioner Winstead- Yes
Commissioner Smith-Yes

Executive Administrator Angela Varnado stated on behalf of the Executive Director that GAEDA, along with the Convention and Visitor's Bureau and others have secured a five-year agreement with the Louisiana Future Farmers of America to hold their conferences in Alexandria, LA. A discussion was held.

Ms. Varnado also stated that the annual audit for GAEDA for the year ended December 31, 2020 will begin next month. A discussion was held.

Commissioner Carroll commented that he is anxious but respectful of an individuals reluctance to meet in person due to COVID-19 but hopes that the Board can begin to meet face to face soon. A discussion was held.

There being no further business to come before the Board, the meeting was adjourned at 8:47 a.m.