



**TEMPLE HEALTH AND BIOSCIENCE
ECONOMIC DEVELOPMENT DISTRICT
BOARD OF DIRECTORS MEETING
WEDNESDAY, January 22nd, 2020**

***Minutes from the Board of Directors Meeting held on Wednesday,
December 11th, 2019***

The Temple Health and Bioscience Economic Development District Board of Directors conducted their regularly scheduled board meeting on Wednesday, December 11th, 2019 at 5:00 pm in the Main Conference Room of the Temple Health and Bioscience District Facility located at 1802 South 1st Street, Temple, Texas.

Members Present:

Thomas Baird, Chair
Brian Reinhardt, Secretary/Treasurer
John Kiella
Gregg Strasburger

Members Absent:

Michael Norman, Vice Chair
Robert Cortes

The agenda for this meeting was posted on the bulletin board of the Temple Health and Bioscience Economic Development District Facility in compliance with the Open Meetings Law.

The following is a summary of the proceedings of this meeting. It is not intended to be a verbatim translation.

1. Approve the minutes of the October 23rd, 2019 board meeting.

Motion by Mr. Strasburger, second by Mr. Reinhardt to approve the minutes of the October 23rd, 2019 board meeting. Motion carried unanimously.

2. Approve the financial report for the one-month period ending October 31st, 2019.



Mr. Reinhardt gave a brief overview of the financial report. There are Total Assets of \$7,084,538 with the bulk representing \$4,463,015 in cash and deposit accounts. THBD also has a Property Tax Receivable of \$1,015,491 and a \$89,164 Note Receivable. There are Fixed Assets of \$1,489,138 and Total Liabilities of \$13,675. This yields a Net Equity of \$6,244,777. On the Profit and Loss Budget versus Actual, THBD has collected \$229,949 in Property Tax Revenue. Including Lab and Rental Income, the Total Revenue is \$241,344. Total Expenses were \$77,365 with Ordinary Income of \$163,979. In addition, there was Interest Income of \$4,334 yielding a Net Income of \$168,313. THBD has collected 21.77% of the Property Tax budgeted.

Motion by Mr. Reinhardt, second by Mr. Strasburger to approve financial report for the one-month period ending October 31st, 2019. Motion carried unanimously.

3. Ms. Roberta Amos and Ms. Neely Jones presented the results of the Insurance RFP for THBD's Future Insurance Carrier.

Ms. Roberta Amos reviewed the results of the RFP (Request for Proposals) with the Board of Directors. Two companies, EXTRACO/Higginbotham and Ward and Moore both submitted RFP proposals to Ms. Amos for review. Based on the comparison sheet that Ms. Moore reviewed EXTRACO/Higginbotham had the best prices for the coverage that THBD requires.

4. Mr. Steve Niemeier and Mr. Mathew Ladd of Brockway, Gersbach, Franklin & Niemeier presented the audit findings for the 2018-2019 Fiscal Year.

Mr. Niemeier reviewed the audit of the 2018-2019 FY finances. Mr. Niemeier stated that there were no negative findings. Copies of the Audit were given to each Board Member as well as the staff. THBD was underbudget for the FY period.

5. Consider the acceptance of the Audit for the 2018-2019 Fiscal Year.

Motion by Mr. Strasburger, second by Mr. Kiella and Mr. Reinhardt to accept the audit findings for Fiscal Year 2018-2019. Motion carried unanimously.

6. Based on the Auditor's request, consider adding an expense line to the budget to be entitled "Temporary Salary". This line item will reflect the Manpower Temporary Fees and salary expenses for THBD's Temporary



Executive Assistant, Ms. Shannon Wetherbee. Expenses for this new line item for the Fiscal Year 2019-2020 are \$68,980.05. The money for the Temporary Salary line item will derive from the Personnel Salaries-Admin line item.

Motion by Mr. Reinhardt and second by Mr. Strasburger to accept the addition of the Temporary Salary Line item to the 2019-2020 budget. Motion carried unanimously.

7. Consider adding a Grant Expense Line Item to the 2019-2020 Budget to accommodate the grant funds yet to be dispersed.

Motion by Mr. Kiella, second by Mr. Strasburger to accept the addition of the Grant Expenses Line item to the 2019-2020 budget. Motion carried unanimously.

8. Receive activity report from Tami Annable, Executive Director.

Activity Update: October 2019

(Due to Time constraints, only a few slides were discussed).

Operations Update:

- Mr. Annable reported that the enclosure around the air compressor is complete and is functioning as anticipated.
- Ms. Annable updated the board on the status of the projector located in the large conference room. Based on the suggestions by Lighthouse IT, the projector system was replaced with a 4HD Television equipped with Click Share for presentations and webinars.
- Ms. Annable informed the Board that the Omni system was successfully installed on the generator. This system will monitor the generator and yield a longer lifespan for the generator.
- Ms. Annable discussed with the Board newest update on the Leica Microscope. The microscope is running on Windows 7, and Leica recommends that THBD update the software to Windows 10. This update would require a new computer as the current computer is not able to handle the upgrade to Windows 10. Leica's quote to perform this update and install a new printer was over \$5,000. Ms. Annable suggested that nothing be done at this time until the Leica starts to demonstrate problems with the old operating system.



Dell Medical School's Monthly Learning Series (Live Feed):

The topic for the November 21st learning series was "Building a Culture of Confidentiality", with speaker Trevor Lind, a senior patent attorney at the law firm Schwegman, Lundberg & Woessner.

Office and Laboratory Income Spreadsheet:

A total of \$9,400 has been collected from Lease Funds. The Stratasys 3D Printer has generated a revenue of \$8,201. Therefore, generating a total of \$17,601 for FY 2019-2020. In comparison, from November 2018, \$16,558 was collected with the difference being \$1,043 in additional revenue generated from the prior year. This revenue is money that has been deposited into the THBD checking account.

Activity Report Slides not discussed during Board Meeting:

- **Potential Tenant Update:**
 - **Maxwell Biosciences** – their mission is to prove disruptive new "peptoid" anti-infectives can destroy humanity's top threat – highly infectious pandemic microbes – like untreatable viruses, drug-resistant bacteria, and drug-resistant fungi.
 - Maxwell's anti-infectives have been shown by multiple independent labs (including Stanford, New York University and others) to be rapid killers of the worst viruses, drug resistant fungi and treatment-resistant bacteria.
 - **Alaria Biotech** - was formed with a mission to revolutionize health, specifically longevity, delivery and developing a proactive approach to implantable technologies.
 - Alaria initially set out to develop an improved solution for delivering targeted drugs and medication to a recipient.
- **P20 Workforce Readiness:**
 - Annual Workforce Readiness Conference aims to break down barriers and bridge gaps between education and workforce. The conference is designed to bring together business leaders and educators together from across the Central Texas Region.



- THBD sponsored the lunch for the conference. In addition, THBD had an manned information booth, with the goal to make contacts and educate teachers on THBD's services that are available to the community.
- **Leadership Temple 2019-2020 Class: Health and Social Services Day:**
 - The Leadership Temple class ended their day with a presentation about THBD and a tour of the facility.
- **35th Annual Military Luncheon: Temple, TX**
 - The Temple Chamber of Commerce hosted the 35th Annual Military Appreciation Luncheon at the Mayborn Convention Center. This is an annual tradition where they bring the community together to honor those who have served, who are currently serving, and who will serve this country in the future.
- **Tech Novum Demo Day: San Antonio, TX**
 - The first Demo Day for UT San Antonio's new Accelerator. Ms. Annable attended to learn about their accelerator programs and network.
- **THBI Fall Policy Summit Austin, TX:**
 - The summit included key networking opportunities with pharmaceutical companies, academic institutions, biotech and medical device companies, economic development entities, patients and service providers.
- **BIOMed Device: Medical Device Conference:**
 - THBD made numerous contacts to for potential tenants as well as potential lunch and learn speakers, seminar speakers and students.
- **November Activity Update:**
 - Tours and Meetings:
 - Dr. Chatterley: VA researcher (discuss the Intern Program)
 - Heidjer Staecker: TreMonti Consulting (discuss Tech Transfer for BS&W)
 - Rich Jarvis: Blueprintslab.com (The Brick)
 - Taylor Hobbs: Blueprintslab.com (The Brick)
 - Leadership Temple: Twenty-two participants

9. Executive Session: Chapter 551, Government Code 551.074, Deliberation regarding Personnel Matters - The Board may enter into Executive Session to discuss certain personnel matters regarding evaluation of employees. No final action will be taken regarding this item.



The Board of Directors reserves the right to discuss any items in executive (closed) session whenever permitted by the Texas Open Meetings Act.

The Board went into Executive Session at 5:57pm and ended the session at 6:11pm. No action was taken.

10. Discussion and consideration of an appointment of a new Board Member to replace Mr. Doug Streater.

Motion by Mr. Kiella, second by Mr. Strasburger to accept the appointment of Mr. Tyler Johnson as the new Board Member to replace Mr. Doug Streater. Motion carried unanimously.

11. Consider hiring either Ward & Moore or Higginbotham for THBD's insurance needs.

Motion by Mr. Kiella, second by Mr. Strasburger to approve the RFP presented by EXTRACO/Higginbotham Insurance. This policy with the umbrella coverage will be a total of \$9,871.00 annually. Also approved was the additional 2-year term Kinsale Insurance Extended Reporting Period coverage. The Directors/Officers coverage is to be changed over from Ward and Moore to Higginbotham. Ms. Amos is to negotiate on THBD's behalf a 2-year term for the Kinsale Insurance Extended Reporting coverage. Ms. Amos will also ensure that all policies renew in January along with the Directors/Officers coverage. Motion carried unanimously.

There being no further business, Mr. Baird adjourned the meeting at approximately 6:12pm.

Transcribed by:
Shannon Wetherbee
Executive Assistant