



**TEMPLE HEALTH AND BIOSCIENCE
ECONOMIC DEVELOPMENT DISTRICT
BOARD OF DIRECTORS MEETING
WEDNESDAY April 28th, 2021**

**Minutes from the Board of Directors Meeting held on
Wednesday March 24th, 2021**

The Temple Health and Bioscience Economic Development District Board of Directors conducted their regularly scheduled board meeting (via Zoom) Wednesday, February 24th, 2021 at 5:01 p.m.

In response to the Covid-19 Pandemic, this meeting was conducted by videoconference, per the Open Meetings Act regulation update:
<https://www.texasattorneygeneral.gov/open-government/open-meetings-act-update>

Members Present:

Mr. Thomas Baird, Chair
Mr. Tyler Johnson, Secretary/Treasurer
Mr. Gregg Strasburger
Mr. John Kiella
Dr. Jason Locklin
Dr. Robert Cortes

Members Absent:

Mr. Michael Norman, Vice Chair

Guests/Staff in attendance:

Ms. Kayla Landeros, THBD Attorney
Ms. Ashley Schlosser, CEO/Owner, Live Out Loud PR
Mr. Shane Monaco, Reporter, Temple Telegram Newspaper
Ms. Tami Annable, Executive Director, THBD
Mr. Rod Annable, Facilities Manager, THBD
Ms. Shannon Wetherbee, Executive Assistant, THBD

The agenda for this meeting was posted on the bulletin board of the Temple Health and Bioscience Economic Development District (THBD) facility, Bell County and THBD's website (www.templebioscience.org) in compliance with the Open Meetings Act.



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

The meeting was opened by Chairman of the Board, Mr. Thomas Baird at 5:03 pm.

I) PUBLIC COMMENTS:

Citizens who desire to address the board on any matter may sign up to do so prior to the meeting. Public comments will be received during this portion of the meeting. Please limit comments to three (3) three minutes. No discussion or final action will be taken by the board.

There were no public requests recorded or public in attendance for this meeting. Therefore, Chairman of the Board, Mr. Thomas Baird closed the Public Comments session.

II) APPOINT OFFICERS:

Discuss and elect a Chair, Vice-Chair, and Secretary-Treasurer from among the Board of Directors to serve in those capacities until replaced by the Board of Directors.

1) Appointment of Chairman of the Board and Secretary/Treasurer

Motion by Mr. John Kiella, second by Mr. Tyler Johnson to consider appointing Mr. Thomas Baird as Chairman of the Board of Directors and Mr. Tyler Johnson as Secretary/Treasurer.

Roll Call was taken:

Mr. Thomas Baird – Yes

Mr. Gregg Strasburger – Yes

Dr. Robert Cortes – No

Mr. John Kiella – Yes

Mr. Tyler Johnson – Yes

Dr. Jason Locklin – Yes

Motion passed with a 5 to 1 vote.

2) Appointment of Vice-Chair:

Motion by Mr. Gregg Strasburger, second by Mr. Tyler Johnson to appoint Mr. Michael Norman to the position of Vice-Chair.

Roll Call Vote was taken:

Mr. Thomas Baird – Yes

Mr. Gregg Strasburger – Yes

Dr. Robert Cortes – Yes

Mr. John Kiella – Yes

Mr. Tyler Johnson – Yes

Dr. Jason Locklin – Yes



Motion passed unanimously.

Mr. John Kiella addressed the board asking for the bylaws to be sent by Ms. Tami Annable or Ms. Shannon Wetherbee to the new board members. Dr. Robert Cortes stated that the bylaws are not adequately written.

II) CONSENT AGENDA:

All items listed under this section, Consent Agenda, are considered to be routine by the Board of Directors and may be enacted by one motion. If discussion is desired by the Board, any item may be removed from the Consent Agenda at the request of any Board Member and will be considered separately.

1. Consider adopting a resolution approving the Consent Agenda items and the appropriate resolutions for each of the following:

Minutes

- (A). Approve the minutes of the February 24th, 2021 Board Meeting.
- (B). Approve the minutes of the February 26th, 2021 NKF Meeting.

Financials

- (C). Approve the financial report for the 5-month period ending February 28th, 2021.

There are Total Assets of \$6,748,974 with the bulk representing \$5,259,825 in cash and deposit accounts. THBD also has a Property Tax Receivable of \$97,302 and a \$77,605 Note Receivable. There are Fixed Assets of \$1,287,694 and Total Liabilities of \$9,250. This yields a Net Equity of \$6,739,724. On the Profit and Loss Budget versus Actual, THBD has collected \$1,135,426 in Property Tax Revenue. Including Lab and Rental Income, the Total Revenue is \$1,160,960. Total Expenses were \$278,924 with Ordinary Income of \$882,036. In addition, there was Interest Income of \$9,434 yielding a Net Income of \$891,470. THBD has collected 99.95% of the Property Tax budgeted.

Motion by Mr. Gregg Strasburger, second by Dr. Jason Locklin to adopt a resolution approving the Consent Agenda items.

Roll Call Vote was taken:

Mr. Thomas Baird – Yes
Mr. Gregg Strasburger – Yes
Dr. Robert Cortes – Yes

Mr. John Kiella – Yes
Mr. Tyler Johnson – Yes
Dr. Jason Locklin – Yes



Motion passed unanimously.

III) Regular Agenda

(A) Receive and consider adopting the Newmark Knight and Frank Life Science Report.

Motion by Mr. John Kiella and second by Mr. Tyler Johnson to adopt the Newmark Knight and Frank Report subject to the Board's ability to amend and revise the timelines and action items in the report.

Roll Call Vote was taken:

Mr. Thomas Baird – Yes

Mr. Gregg Strasburger – Yes

Dr. Robert Cortes – Yes

Mr. John Kiella – Yes

Mr. Tyler Johnson – Yes

Dr. Jason Locklin – Yes

Motion passed unanimously.

(B) Discuss and consider appointing a committee of Board Members, to include the Chair of the Board, for the purpose of implementing the 72 recommendations set forth in the Newmark Knight and Frank Life Science Report. The proposed committee will be tasked with planning, coordinating, and implementing the 72 recommendations set forth in the Life Science Report. The proposed committee will regularly report its progress to the Board of Directors for discussion and approval.

Motion by Dr. Jason Locklin and second by Mr. Gregg Strasburger to consider holding a workshop to discuss the Newmark Knight Frank Life Science Report to be held prior to the next Board Meeting on April 28th, 2021, and to set up the Committee of three once the workshop has been held.

Mr. Thomas Baird tabled the consideration of appointing a committee of three Board Members to implement the recommendations set forth in the Newmark Knight Frank Life Science report until after the workshop has been held.

No vote was taken.

(C) Discuss and consider authorizing legal counsel, Ms. Kayla Landeros to develop and/or update governing documents for THBD.

Motion by Dr. Jason Locklin and second by Dr. Robert Cortes to consider authorizing legal counsel, Ms. Kayla Landeros, to develop and/or update governing documents for THBD.



Roll Call Vote was taken:

Mr. Thomas Baird – Yes
Mr. Gregg Strasburger – Yes
Dr. Robert Cortes – Yes

Mr. John Kiella – Yes
Mr. Tyler Johnson – Yes
Dr. Jason Locklin – Yes

Motion passed unanimously.

- (D) Discuss and consider appointing the Chair and Secretary-Treasurer of the Board of Directors to serve as THBD representatives on the Temple Economic Development Corporation Board of Directors.

Motion by Mr. John Kiella and second by Mr. Greg Strasburger to consider appointing the Chair and Secretary-Treasurer of the Board of Directors to serve as THBD representatives on the Temple Economic Development Corporation Board of Directors.

Roll Call Vote was taken:

Mr. Thomas Baird – Yes
Mr. Gregg Strasburger – Yes
Dr. Robert Cortes – Yes

Mr. John Kiella – Yes
Mr. Tyler Johnson – Yes
Jason Locklin – Yes

Motion passed unanimously.

- (E) Consider the renewal of the Leica Service Agreement for \$17,978.24 or authorize a preventive maintenance service for \$3,308.00 (labor and travel) and any additional parts needed that are not covered in the labor and travel costs.

Mr. Thomas Baird, announced after discussion to table the consideration for renewal of the Leica Service Agreement until the May Board Meeting. Ms. Tami Annable is to present more information on the agreement answering the following questions: 1) Can we go with the minimum preventive maintenance service to access costs, and then either change or keep the agreement after the year or six months? Are there other possible terms that the agreement could cover, such as month to month or a six-month service agreement?

No vote was taken.

- (F) Consider the renewal of the Thermo Fisher Scientific Service Agreement for \$6,169.00 (five pieces of equipment) or authorize a preventive maintenance service for \$2,283.00 (labor and travel) and any additional parts needed that are not covered in the labor and travel costs.

Motion by Mr. Tyler Johnson and second by Dr. Robert Cortes to accept the \$6,169.00 cost for the Thermo Fisher Scientific Service Agreement.



Roll Call Vote was taken:
Thomas Baird – Yes
Gregg Strasburger – Yes
Robert Cortes – Yes

John Kiella – Yes
Tyler Johnson – Yes
Jason Locklin – Yes

Motion passed unanimously.

- (G) Consider funding the \$11,250.00 grant to Amy’s House, which was approved at the Board’s February 24th, 2021 meeting, by utilizing \$10,450.00 from the 2019 TRIO House Grant and allocating an additional \$800.00 from the Building and Grounds account (62100).

Motion by Mr. John Kiella and second by Dr. Jason Locklin to consider funding the \$11,250.00 grant to Amy’s House, which was approved at the Board’s February 24th, 2021 meeting, by utilizing \$10,450.00 from the 2019 TRIO house grant and allocating an additional \$800.00 from the Building and Grounds account (62100).

Roll Call Vote was taken:
Thomas Baird – Yes
Gregg Strasburger – Yes
Robert Cortes – Yes

John Kiella – Yes
Tyler Johnson – Yes
Jason Locklin – Yes

Motion passed unanimously.

Mr. John Kiella stated that the article was well received and highlighted THBD with good community outreach and publicity. Mr. Kiella thanked Ms. Ashley Schlosser for her work on the article.

- (H) Consider purchasing a Premier Sponsorship or Booth Sponsorship for the Baylor Scott & White Showcase hosted by the Temple Chamber of Commerce. The Premier Sponsorship is \$2,500.00 which includes the THBD logo on all communications as well as a booth location by the front door. The Booth Sponsorship is \$350.00.

Motion by Mr. John Kiella and second by Tyler Johnson to purchase a Booth Sponsorship for \$350.00 for the Baylor Scoot & White Showcase hosted by the Temple Chamber of Commerce.

Roll Call Vote was taken:
Thomas Baird – Yes
Gregg Strasburger – Yes
Robert Cortes – Yes

John Kiella – Yes
Tyler Johnson – Yes
Jason Locklin – Yes



Motion passed unanimously.

III) EXECUTIVE SESSION:

- A). Executive Session: Texas Government Code § 551.087 - Deliberation regarding Economic Development – The Board may enter into executive session to discuss specific initiatives and incentives regarding the continued development of the Temple Bioscience sector. 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.

No Executive Session was held.

There being no further business, Mr. Baird adjourned the meeting at approximately 5:54 pm.

Transcribed by:
Ms. Shannon Wetherbee,
Executive Assistant