

North Central Texas Council of Governments  
**North Central Texas Economic Development District (NCTEDD)**  
616 Six Flags Drive, Arlington, TX 76011  
Regional Forum Conference Room  
Minutes: September 20, 2017

Lucille Johnson called the Nominating Committee meeting to order at 9:20. The Nominating Committee was composed of five NCTEDD Board members, Lisa McMillan, Warren Ketteman, Margaret Selid, Fred Schmidt and Craig Hulse, who had expressed interest in serving on the committee to recommend a slate of officers for the NCTEDD Board. Present at the meeting were Lisa McMillan; Warren Ketteman; Margaret Selid, and Fred Schmidt.

After discussing the resumes of Board members who submitted a statement of interest to serve in a Board officer position, a motion was made by Lisa McMillian and seconded by Warren Ketteman, to nominate the following:

- Marty Wieder as Chair; and
- Fred Schmidt as Vice-Chair.

The motion carried.

With no submissions from members to fill the officer position of Secretary, the committee reviewed additional Board member resumes to recommend a Secretary. After further discussion, a Motion was made by Margaret Selid and seconded by Lisa McMillian, to nominate Cassandra Carroll as Secretary. The motion carried. The meeting was adjourned at approximately 9:55 am.

At 10:00 am The North Central Texas Economic Development District (NCTEDD) Board was called to order by Lucille Johnson. She welcomed all in attendance and asked the nominating committee for their report. Lissa McMillian announced that they had nominated the following people for officers:

- Marty Wieder-Chair;
- Fred Schmidt Vice-Chair; and
- Cassandra Carroll-Secretary

Ms. McMillian called for a discussion, questions and any further nominations from the Board. Hearing none, Ms. McMillian made a motion to accept the officers recommended by the Nominating Committee, which was seconded by Board member Jenette Killingsworth-Espinosa. The motion carried.

Lucille Johnson turned the meeting over to the newly elected Chair, Marty Wieder, who entertained a motion to approve the minutes from the August 25, 2017 meeting. A motion to approve the Minutes was made by James Quick and seconded by Erica Sullivan. The motion carried.

Chairman Wieder then opened the floor for ideas and discussion about how the committee members saw the EDD proceeding. Topics discussed included:

- Capital Fund Grants: How the Committee could provide support/services
- How to plug into and support efforts such as the Amazon issue
- How the Committee could provide support regional grants efforts:
  - Notification Process for what is being submitted
  - Providing letters of support from the Committee
  - Policy position on supporting Economic Development in the region (Amazon)
- How to link to and reach out to others
  - Vehicles for promoting the NCTEDD
  - Developing a Committee Website
  - Developing a one-page informational piece on the NCTEDD for distribution to the region
  - Developing a Social Media presence with clearly defined goals and message.

- Efforts to reach out to the press
  - Compiling press contacts that the group and others already have.
  - Developing a Press release on the new NCTEDD
- Future Meetings
  - Frequency
  - Possibilities of meeting by conference call
  - Dates and times
- Gaps in Board representation

The following action items were noted during the discussion:

1. Continue to develop website plan.
2. Collect press contacts from members.
3. Press release to all new Board members for use and distribution.
4. Research mechanics and legal about providing members the ability to call into meetings.
5. Set up meeting for Nov. 1<sup>st</sup> at 10:00
6. At November meeting choose two dates to meet in 2018.
7. Create one page information/fact sheet for member to use to promote and educate about the Board.
8. The Committee agreed to a task force of Committee Members to look at the issue of developing a social media strategy (Margaret Selid, Mary Wieder & Fred Schmidt volunteer to spearhead this effort.)
9. Set up conference call to discuss developing a possible social media presence and clearly defined goals and strategies. (Margaret Selid, Mary Wieder & Fred Schmidt volunteer to spearhead this effort)
10. Explore support services for Capital Fund Grants.
11. Look at the Texas Review and Comment System (TRACS) type system to support those throughout the Region who may submit grants and develop a support letter for that purpose.


Chairman Wieder recommended establishing a meeting schedule of at least two meetings a year. The Committee established a consensus for the next meeting date and time: November 1<sup>st</sup> at 10:00 am. It was suggested that dates for 2018 meeting be considered at the next meeting.

The Committee requested that Lucille Johnson send out a list of areas where there was a gap in current Board representation.

Chairman Wieder volunteered to create a fact sheet for distribution to the public in response to others requesting or needing more information about the NCTEDD.

Chairman Wieder then explained that Lucille Johnson would be reviewing the orientation given at the first EDD meeting for those who were not able to attending that initial meeting. He explained that anyone was free to leave at that time.

After the orientation, the meeting was adjourned at 11:20 am.

  
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Cassandra Carroll, Secretary  
North Central Texas Economic Development District