

DRAFT



MINUTES

**INDUSTRIAL DEVELOPMENT AUTHORITY
GLENDALE CITY HALL - CONFERENCE ROOM 2A
5850 W. GLENDALE AVE.
GLENDALE, ARIZONA 85301**

**NOVEMBER 20, 2019
4:00 P.M.**

1. CALL TO ORDER

Mr. Holmes called the meeting to order at 4:00 p.m.

2. ROLL CALL

Present: Howard McKenna, President
Robert Holmes, Secretary/Treasurer
Charles Miles, Member
Diane McCarthy, Member
Alan Berta, Member
Lisa Maestas, Member

Absent: John Catledge, Vice President

Also Present: Jessi Pederson, Economic Development Assistant Director

Attendees: John J. Fries
William F. Wilder

Mr. Holmes asked all Directors to introduce themselves and to provide a brief description of his or her background and employment.

3. APPROVAL OF THE MINUTES

a. Industrial Development Authority Minutes of August 28, 2019.

Motioned by Member Charles Miles, seconded by Secretary/Treasurer Robert Holmes to approve the August 28, 2019 minutes.

AYE: President Howard McKenna
Secretary/Treasurer Robert Holmes
Member Charles Miles
Member Diane McCarthy

Member Alan Berta
Member Lisa Maestas

Passed

4. FINANCIAL REPORT

Next, Mr. Charles, as Treasurer of the Authority, gave a financial report as of November 20, 2019, which noted that the Authority had aggregate funds of \$139,756.40. Thereafter, upon a motion made by Mr. Holmes and seconded by Ms. McCarthy, the financial report was accepted as presented, a copy of which is included in the records of the Authority.

5. PAYMENT OF INVOICES

Next, Mr. Holmes noted there was an invoice from Ryley Carlock & Applewhite in the amount of \$3,419.71.

Motioned by President Howard McKenna, seconded by Secretary/Treasurer Robert Holmes to approve payment of the invoice.

AYE: President Howard McKenna
Secretary/Treasurer Robert Holmes
Member Charles Miles
Member Diane McCarthy
Member Alan Berta
Member Lisa Maestas

Passed

6. DISCUSSION AND ACTION AS DETERMINED REGARDING AWARDING OF NEW SCHOLARSHIP FINDING TO HELPING HANDS FOR SINGLE MOMS

Mr. Holmes advised that the next item on the Agenda was for the representatives of Helping Hands for Single Moms to give a report.

Mr. Holmes called upon Mr. Coffinan to review for the Board the scholarship program and the manner in which the past year's funding had been applied and expended. Mr. Coffman discussed the Helping Hands program and distributed to the Board a Report together with information regarding the recipients of the Glendale IDA scholarships and general information regarding the Helping Hands program (copies of these materials to be included in the permanent records of the Authority). Ms. Aguilar reported on how the Helping Hands scholarship helped and enabled her to continue with her education and Ms. Munoz reported on how the Helping Hands scholarship program had enabled her to graduate with a degree in nursing and obtain a good paying job as a nurse.

After further discussion regarding the Helping Hands program as well as the financial condition of the Authority and upon a motion made by Mr. Holmes and seconded by Ms. Maestas, the Board unanimously voted to award a \$20,000 grant to Helping Hands for Single Moms to fund scholarships to single moms either residing in or attending school in Glendale.

7. ADOPTION OF A RESOLUTION DESIGNATING DIRECTORS AS AUTHORIZED SIGNERS OF ALL DOCUMENTS AND ACCOUNTS OF THE AUTHORITY

Next, Mr. Holmes called upon legal counsel who advised that on a periodic basis, the Authority Board was asked to adopt a Resolution authorizing each Director to be an authorized signer for the Authority and authorizing each Director and members of the Ryley, Carlock & Applewhite firm as authorized persons to conduct public hearings on behalf of the Authority. Counsel presented the Directors a proposed form of Resolution which, after discussion and upon a motion made by Mr. McKenna and seconded by Ms. McCarthy, was unanimously adopted, a copy thereof to be kept as part of permanent records of the Authority.

8. ADJOURNMENT

There being no further business, upon the motion of Mr. Holmes, duly seconded by Mr. Charles, the meeting was adjourned at 4:57 p.m.

The Industrial Development Authority meeting minutes of _____, 2019 were submitted and approved this ____ day of _____, 2019.

Suzie Ricard
Recording Secretary