

**Bastrop Economic Development Corporation**  
**Board of Directors – Meeting Minutes**  
March 18, 2024



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The Bastrop Economic Development Corporation (BEDC) met on Monday, March 18, 2024, at 5:30 p.m. for a Regular Board Meeting at Bastrop City Hall, 1311 Chestnut Street. Board members present: Ron Spencer, Connie Schroeder, Frank Urbanek, Cheryl Lee, Amberley Palmer, and Lyle Nelson. Mr. Kirkland was absent. Staff members present: Interim Executive Director Sylvia Carrillo and Angela Ryan. BEDC attorney Charles Zech was also in attendance.

1. **CALL TO ORDER** – Board Chair Spencer called the meeting to order at 5:30 p.m.
2. **PUBLIC COMMENT(S)** – There were no public comments.
3. **DIRECTOR'S REPORT**
  - 3.A. Director's Report from the Interim Director regarding existing and future projects. Ms. Carrillo updated the Board on a list of projects.
4. **REGULAR BUSINESS & PRESENTATIONS**
  - 4.A. Approval of meeting minutes from the Regular BEDC Board Meeting of February 26, 2024. Ms. Lee made the motion to approve the minutes as submitted, Ms. Schroeder seconded, and the motion passed.
  - 4.B. Receive financial reports for the periods ending February 2024. Chief Finance Officer Edi McIlwain presented the financial report and answered questions from the Board.
  - 4.C. Discussion and possible action on a request by MOCA Ventures. At 5:54 p.m., the Board went into Executive Session to consult with legal counsel, returning to open session at 6:32 p.m. There was no action taken.
  - 4.D. Presentation and possible action on amending the FY24 budget. The staff updated the Board on changes to the current budget.
  - 4.E. Discussion and possible action on a job description for a professional level position titles Business Attraction, Retention, and Expansion Manager within the EDC. After discussion, Mr. Nelson made the motion to approve the job description with the suggested changes related to the reporting process and salary range. Ms. Lee seconded, and the motion passed.
5. **ADJOURNMENT** – Mr. Nelson made the motion to adjourn the meeting and Ms. Lee seconded. The meeting was adjourned at 7:28 p.m.

APPROVED: \_\_\_\_\_

Ron Spencer, Board Chair

ATTEST: \_\_\_\_\_

Angela Ryan, Operations Manager