

## EAST END IMPROVEMENT CORPORATION

TO: THE BOARD OF DIRECTORS OF THE EAST END IMPROVEMENT CORPORATION AND ALL OTHER INTERESTED PERSONS

Notice is hereby given that a Special Meeting of the Board of Directors of the East End Improvement Corporation (EEIC) will be held on **Friday, May 31, 2019, at 1:00 p.m.** at the offices of the East End District, 3211 Harrisburg Blvd., Houston, Texas, open to the public, to consider, discuss and adopt such orders, resolutions or motions, and take such other direct or indirect actions as may be necessary, convenient, or desirable with respect to the following matters:

*Board Members in Attendance: Blanca Blanco & Elliot Barner*

*Board Members Absent: Yolanda Alvarado*

*Others in Attendance: Dan Joyce, Eva Quiroz, Justine Townsend, Veronica Chapa Gorczynski*

*Meeting called to order at 1:05 pm.*

1. **Minutes.** Approve minutes from the previous meeting(s).

*Veronica Gorczynski presented the minutes for the May 31, 2019 meeting. After review, Elliot Barner motioned to approve the minutes. Blanca Blanco seconded the motion and it was passed unanimously.*

2. **Financial Reports.** Receive and approve the financial reports on revenues and expenditures; and authorize appropriate action.

*Justine Townsend presented the last set of financials prepared by McGrath & Associates. Justine Townsend will prepare future financial reports as representative of Your Part-Time Controller (YPTC), the District's accountant. Of note, the EEIC both prepays for the security contract and receives funding from security partners to prepay the contract monthly, discrepancies shown are timing differences during the accounting period. Contract expenses shown on the financial report relate to the security patrol contract (not contract staff). Regarding the East End Street Fest (EESF), spending has started earlier than anticipated; but not projected over budget. Additionally, fundraising for the EESF is going well and tracking over the projected budget. A motion made by Elliot Barner to approve financial reports and seconded by Blanca Blanco. The motion passed unanimously.*

3. **East End Street Fest.** Receive report providing an update on East End Street Fest, review proposed date, budget, and fundraising materials and authorize action, as appropriate.

*Dan Joyce provided a report on the East End Street Fest. No vote required as this was an information only item.*

4. **East End Street Fest Contracts.** Review proposals for East End Street Fest contracts including logistics, fundraising, and talent booking, and authorize, as appropriate.

*Veronica Gorczynski presented a proposal for Lott Entertainment to offer logistics services for the East End Street Fest. The proposal included additional scope of work to oversee and manage the festival budget and manage additional vendor responsibilities. After discussion, Blanca Blanco made a motion to approve the contract and Elliot Barner seconded the motion, which passed unanimously.*

*Veronica Gorczynski presented a proposal for Trevino Consulting Group to offer fundraising services for the East End Street Fest. Based on the success of the previous year, the proposal included a shorter timeframe to deliver services, thus saving costs from previous years. After discussion, Blanca Blanco made a motion to approve the contract and Elliot Barner seconded the motion, which passed unanimously.*

*Veronica Gorczynski presented the last proposal from Love and Peace Productions as an informational item.*

5. **Executive Session, if Necessary.** Convene executive session to discuss: (a) pending or contemplated litigation or to consult with the attorney in accordance with Section 551.071 of the Texas Government Code; (b) acquisition of real property in accordance with Section 551.072 of the Texas Government Code; (c) personnel matters in accordance with Section 551.074 of the Texas Government Code; (d) to receive information from or question employees in accordance with Section 551.075 of the Texas Government Code; employees; (e) deployment of security personnel or devices or a security audit in accordance with Section 551.076 of the Texas Government Code; or (f) economic development negotiations or offers of financial incentives for economic development in accordance with Section 551.087 of the Texas Government Code.

*No Executive Session.*

6. **Reconvene in Open Session.** Reconvene in public session to consider authorizing District staff and consultants to take any action necessary with respect to (a) pending or contemplated litigation or attorney advice; (b) acquisition of real property; (c) personnel matters; (d) receiving information from or questioning employees; (e) economic development negotiations or offers of financial incentives; (f) deployment of security personnel or devices or a security audit; and (g) any other matters relative to any of these matters which was discussed in Executive Session.

*No Executive Session.*

7. **Public Comments.** Receive comments from the public.

*No members of the public or public comment.*

8. **Adjourn.**

There being no further business to come before the Board, Elliot Barner moved to adjourn the meeting and the motion seconded by Blanca Blanco. The meeting adjourned at 1:59 pm.

May 31, 2019 Board Minutes

Signed: \_\_\_\_\_

