

**MEMPHIS AREA ASSOCIATION OF GOVERNMENTS**  
**Executive Board Meeting**  
**Meeting Minutes**

**MAAG – Conference Call**  
**Via Conference Call**

**May 27, 2015**  
**10:00 A.M. CST**

**Board Members Present:**

Hon. Hugh Davis Jr., *MAAG Chairman and Vice Mayor of Piperton*  
Hon. Alonzo Beard, *Alderman of Lauderdale County*  
Hon. Minnie Bommer, *MAAG Vice-Chairman and Alderwoman of Covington*  
Ms. Grace Hutchinson, *Deputy Director, Memphis and Shelby County, Representing Mayor Lutterll*  
Hon. Maurice Gaines, Jr., *Mayor of Lauderdale County*

**Also Present:**

Mr. Ralph Moore, *Executive Director MAAG*  
Mr. Terrence Evans, *MAAG*  
Ms. Lisa Trexler, *MAAG*

**I. Welcome and Call to Order**

Chairman Davis called the meeting to order, after he recognized that we did not have a quorum.

**II. Invocation**

Ms. Hutchinson gave the invocation.

**III. Approval of Minutes for April 30, 2015 ➤ Motion**

**MOTION** by Mayor Gaines to approve the minutes as presented. **SECONDED** by Ms. Hutchinson. Unanimously **APPROVED**.

**IV. Financial Report –Mr. Evan’s report accompanied by large white handout and two packets.**

a. Budget 2016 ➤ **Motion**

(Unanimously approved by Finance Committee)

Ms. Hutchinson stated that the Finance Committee discussed the grants, general fund and the general fund reimbursement of the grants. Mr. Evans indicated this on current handout to the MAAG board.

**MOTION** by Ms. Hutchinson to except the budget for Fiscal 2016. **SECONDED** by Mayor Gaines. Unanimously **APPROVED**.

b. Finance SOP ➤ **Motion**

(Unanimously approved by Finance Committee)

The document produced by Mr. Evans, to display the handling of all monies regarding MAAG finances. The MAAG membership dues, state and federal dollars through contracts and grants, are received and dispersed at the financial level and reported. Applying a proper process for MAAG's finances is documented within MAAG's SOP. Mr. Moore stated there would be a monthly report sent to the board members, via email.

**MOTION** by Mayor Gaines to except the MAAG Finance SOP. **SECONDED** by Ms. Hutchinson. Unanimously **APPROVED**.

c. Finance Committee recommends that MAAG instructs Elliot Davis

Decosimo to issue financial statements, with or without the letter from EDA.

Mr. Moore stated Mr. Paradise from EDA approved MAAG's new budget for Fiscal 2016. Mr. Evans stated the letter received for the EDA gave MAAG and extension to finalize the use of all funds (grant for FY15), closing date September 30, 2015. Ms.

Hutchinson stated MAAG received the letter and Chairman Davis stated this item is complete no motion is needed.

d. Williston, TN property ➡ **Motion**

Mr. Evans stated MAAG is in the possession of a reposed property in Williston, Tennessee. MAAG received this property through a foreclosure, regarding an unpaid RLF client. The property is \$82,000.00 on MAAG's accounting books, \$61,000.00 offer accept the Finance committee's recommendation to take the offer of \$61,000 and complete the sale of the property. The property has been vacant for one year and MAAG was maintaining it until the final sale. Mayor Gaines stated it is best to have all the Executive Board members to complete this motion, emails will reflex the motion, when received.

Chairman Davis stated the counter offer is good until June 6, 2015. This will be sent out via email for a complete vote.

**MOTION** by Ms. Hutchinson the Williston, TN Property voted on via email, to complete the sale. **SECONDED** by Mayor Gaines. Unanimously **APPROVED**.

**Alderman Bommer stated; email to be sent out to Executive Board to vote on Williston, TN property – email attachments will be in minutes.**

V. **MAAG work program**—*Mr. Moore's report accompanied by white stapled handout.*

- Mr. Moore stated the best way to communicate to the public and the MAAG board, is MAAG's work program, which will reflect MAAG's budget.
- MAAG is upgrading the website and rebranding.
  - A new look with a new logo, on a new website.
  - A survey will go out via email to all of you regarding your perceptions of MAAG.

**MOTION** by Mayor Gaines to except the MAAG Work Program. **SECONDED** by Ms. Hutchinson. Unanimously **APPROVED**.

VI. **Community Development Entity Copies – New Market Tax Credit**

*Mr. Moore's report accompanied by white stapled handout.*

- a. Mr. Moore stated he has finish the application requires a commitment by all board members to focus on census tracks that fall within the impoverished areas, all six counties. This does not always occur on the first application processed; we may have to resubmit a few times. **Stephens** will market the NMTC program locally. (Stephens presented back in May 2015.) Mr. Moore asks the board to grant the opportunity for the submittal of the application on behalf of the MAAG region. Ms. Hutchinson asked, what is the length of time between the submittal of the application and an answer from NMTC committee? Mr. Moore stated, three to four months for their answer, this is a federal entity. There is an administrative fee to the applicant and that will go to MAAG.

**MOTION** by Mayor Gaines to move forward with the application process, Mr. Moore to submit application. **SECONDED** by Ms. Hutchinson. Unanimously **APPROVED**.

VII. **Executive Directors Report.** *Mr. Moore's report accompanied by gold handout.*

VIII. **Adjournment**

**MOTION** to adjourn meeting by Ms. Hutchinson. **SECONDED** by Mayor Gaines. Unanimously **APPROVED**.