

Sweeny Economic Development Corporation  
Special Meeting Minutes  
October 21, 2024

I. **Call to Order**

Jenny Massey called to order the meeting of the Sweeny Economic Development Corporation at 6:01 pm on October 21, 2024, at Sweeny Fire and Rescue.

Swear in new board members Neal Bess Jr. and Brian Brooks

II. **Roll Call**

Jenny Massey conducted roll call. The following were present: Katie Goff, Brittanie Hopkins, Neal Bess Jr., Brian Brooks, Jenny Massey, and Kay Roe.

Absent: Bill Hayes

Visitors: Wayman Hutchings, Karen Hutchins, and Caniel Massey.

Close regular session at 7:34 pm. N. Bess left at 8 pm.

Reconvene at 8:25 pm.

Executive Director job description will stay the same with the following changes: Hours will be M-W-F 8 am to 12 pm; Tue – Thurs 12 pm to 4pm 20 hours a week. Anything over 20 hours will need to be approved by the EDC board. An additional 1 hour each month is allotted for city council meetings. The pay rate will remain the same at \$21.31 per hour. Travel forms need to be completed for travel along with a google map print out for mileage for tracking. Must attend EDC meetings. If three consecutive meetings are missed, termination unless a doctor's note can be provided or an explanation of absences at that time. Will be up to the board's discretion. B. Brooks made a motion to approve the changes to the EDC Executive Director's job description. K. Goff 2<sup>nd</sup>. All in favor and motion carried.

III. **Announcements/Items for Community Interest**

Halloween in the Park. Last weekend in October. Next EDC meeting will be at City Hall on Nov. 4 tentatively scheduled.

K. Goff made a motion to adjourn at 8:57 pm. K. Roe 2<sup>nd</sup>.

Approved and passed November 4, 2024.

*Michelle Medina*

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Executive Director, Sweeny EDC