



M I N E O L A
CIVIC CENTER

January 14, 2019

Ms. Mercy Rushing
City Manager
EDC Executive Director
PO Box 179
Mineola, TX 75773

Dear Ms. Rushing and Mineola City Council members:

Mineola Civic Center Board of Directors met on Wednesday, Dec. 12, 2018 for our regularly monthly meeting. A vote was taken to nominate two new Civic Center Board members to each fill a three (3) year term as a Director of the Mineola Civic Center Board.

This is a formal request for the City Council to approve the following individuals:

Kevin White, Mayor of Mineola
David Collett, General Manager of Gas & Supply

Thank you for your consideration of this request.

Respectfully,

Carlist Brinkley, President
Mineola Civic Center, Inc.

MINEOLA CIVIC CENTER MONTHLY BOARD MEETING

JANUARY 9, 2019

President Carlist Brinkley determined a quorum was present and called the meeting to order at 12:15 p.m.

Members Present were Carlist Brinkley, George Assaf, Pam Thurman, Carol Harder, Jim Harder, Joe Moore, John Fuller, Jeanette Castleberry, Donny Crenshaw, Jennifer Crenshaw, Brenda Melvin, and Ryan James. Also, present was Nancy Murphy and Lisa Bright. Carlist Brinkley asked the blessing.

Carlist Brinkley opened the meeting wishing all a Happy New Year. He explained he wants the meetings to be more efficient, take topics for discussion, and move forward. Have minutes and budget ahead of time and be prepared for the meeting. Carlist wants to talk to us without Nancy and Lisa in the room for employee evaluations.

Special presentation by Steve Craft with Flexco. our potential roofing contractor was introduced by Jim Harder. Steve gave a detailed presentation for the new coating on the Civic Center roof. It is a spray foam system, and a very resilient material. Basically, the gravel is removed from the existing roof and the spray foam system is coated over the entire roof covering all the surface, corners, joints, and existing gaps. The spray foam makes it water tight. Using the spray foam can help lower the electric cost.

Some questions asked by board members were as follows:

Nancy: What about the gravel and air units? Steve, the gravel will be vacuumed off and can be reused where needed. Air units will not be removed. Gas pipes will be replaced. If in the future a compressor needs to be replaced Flexco will work with the contractors to make sure the roof is sealed.

Dr. Fuller: We have some low spots on the roof? Steve, the low spots will be foamed up so everything on the roof will be water proof and allow water to properly drain. He described using a string line to make the application level.

Joe: Gravel will be removed which will help with the weight of the roof? Steve, the foam is very light weight. And you will need new walking pads. Included in the bid.

Pam: What about tornadoes? Steve, he explained that during Katrina a building they had done in New Orleans the wall structure was damaged but the foam roof remained intact.

Dr. Fuller: What about Hail Damage? Steve, since 1985 has held up against Hail damage. Every 10 years we should reservice and we will have a warranty for 10 more years.

Carlist: What is the timeline and cost? Steve, depends on weather and gravel removal, due to other contractor schedules. But most likely 6 weeks and the Cost \$124,800.

Joe: What is the noise level during construction? Steve, you can still have events. Not much noise. The foam machine will be on the back on the building. Steve also said they are 60 days out before starting.

Jim: What about warranty? Steve, Ten years labor and material. Nancy: When we do remodel the building and the building is possible added onto can we add the foam without redoing the entire roof? Steve said, yes, not a problem.

Minutes from the December, 2018 meeting were reviewed. A motion to accept the minutes was made by Pam Thurman and seconded by Joe Moore. The motion carried unanimously.

The financial report was given by Nancy Murphy. Total income for the month of December was 22,620.01. Which consists of the Meredith Foundation monthly income of \$16,666.67, and \$5,959.35 from other income. Total cost of goods sold and other expenses was 29,466.74. Leaving the civic center in the red 6,846.73. But quarterly we are in the black \$5,009.10. For the year we ended up in the red \$3,942.13. Nancy pointed out the for the last four months we had Tommy Wilson come on at an additional expense of \$8,956.00. We had some end of year donations made by Roy Devlin 1,000.00, Joe Moore 1,000.00, Tim and Celia Boswell 1,000.00, Don and Linda Rhodes \$500.00, and Lucy Hebron \$150.00. A motion to accept the financial report was made by Donny Crenshaw and seconded by George Assaf. The motion carried unanimously.

In old business, Lisa said Mr. Devlin is wanting the loan repaid on the tractor. He came by to pick up the donation checks and said he was going to use them to pay on the tractor loan. Also, because of the roof presentation Tommy did not come the January board meeting. Our February meeting Tommy should make a full report of his progress for the Mineola RV Park.

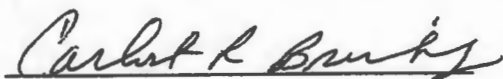
New Business Lisa said a motion needed to be made to have Jim Harder sign on our checking account. A motion was made by Carol Harder and seconded by Donny Crenshaw. The motion carried unanimously. Also, we discussed the needs at the civic center. In order, Roof for Civic Center building, a security gate, zero turn lawn mower, and a John Deer Gator. A motion was made by Donny Crenshaw and seconded by Joe Moore for the Meredith Foundation to request. Two possible new members were presented to the board (Kevin White and David Collett). A motion was made for the new members upon there acceptance for membership by Joe Moore and seconded by John Fuller.

Committee Reports were heard. John Fuller and Joe Moore spoke regarding the job well done on the playground. The fall surface meets safety codes now. The two old slides need to be taken to the Mineola Scrap metal. Jeanette Castleberry gave a report on fundraising and marketing. We are having a Princess Ball February 23, 2019. Advertisements have gone out. And in March we will have a Junk in the Trunk.

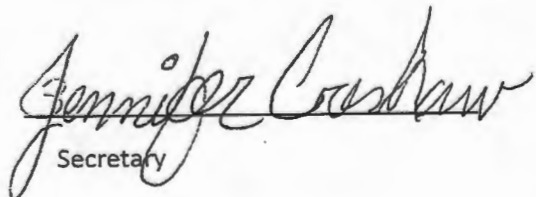
Nancy said the City of Mineola city council approved to pay for the electric cost to the city lights at the Civic Center.

Motion to approve the committee reports was made by George Assaf and seconded by Ryan James. The motion carried unanimously.

Carlisle said at the end of meeting for next month Tommy needs to give an update. And we need to consider doing employee evaluations. Carlisle went on to say we need evaluations so that we can clearly define expectations of each employee and manager. That way we can hold them accountable if they are not fulfilling expectations. Carlisle accepted a motioned to adjourn by Pam Thurman and Brenda Melvin seconded. The meeting ended.



President



Secretary