

MINUTES

INDUSTRIAL DEVELOPMENT AUTHORITY OF THE CITY OF DOUGLAS
Tuesday, May 9, 2023, AT 11:00 A.M.
CITY HALL, EXECUTIVE CONFERENCE ROOM, 425 10TH STREET, DOUGLAS, AZ, 85607

1. **CALL TO ORDER** 11:18 a.m.
2. **ROLL CALL**

	Present	Absent
Patrick Scherden	X	
Joey Barreras	X	
Florencio Lopez	X	
Hector Quijada		X Excused
Robert Fernandez		X Excused
Ida Pedrego	X	
Vicky Merritt		X Excused

3. **PERSONS WISHING TO ADDRESS THE INDUSTRIAL DEVELOPMENT AUTHORITY MEMBERS IN WRITING OR VERBALLY ON ANY ITEM NOT ON THE AGENDA.**

None.

4. **DISCUSSION/DECISION ON APPROVAL OF CONSENT AGENDA ITEMS.**

A. MEETING MINUTES FOR APRIL 12, 2023

Motion by Joey Barreras, second by Florencio Lopez to approve the consent agenda items. Motion passed unanimously.

5. **DISCUSSION/DECISION ON IDA'S BYLAWS.**

Ms. Pedrego reported Bylaws had been reviewed previously and are before the board for approval.

Motion by Ida Pedrego, second by Joey Barreras to approve the IDA's Bylaws. Motion passed unanimously.

6. **DISCUSSION/DECISION ON IDA'S ARTICLES OF INCORPORATION.**

Ms. Pedrego reported the articles as written would suffice due to the provisions of Arizona law.

Mr. Lopez expressed concern on Ms. LaMar's guidance to the board and representation of the IDA.

Discussion was held on changes made on the Articles of Incorporation.

Motion by Joey Barreras, second by Florencio Lopez to approve the Articles of Incorporation with the correction of replacing men with persons. Motion passed unanimously.

7. **DISCUSSION/DECISION IDA'S LOGO.**

Ms. Pedrego presented the logo chosen for approval.

Discussion was held on adding AZ to the logo.

Motion by Ida Pedrego, second by Florencio Lopez to approve the number two form as the IDA's Logo. Motion passed unanimously.

8. **DISCUSSION/DECISION IDA'S LETTERHEAD.**

Ms. Pedrego presented the letterhead chosen for approval.

Discussion was held on the logo placement and the addition of email and physical address to the letterhead.

Motion by Joey Barreras, second by Florencio Lopez to approve the letterhead/logo number three with the addition of IDA's website, email, and physical address be added to the upper right corner. Motion passed unanimously.

9. UPDATE ON IDA'S WEBSITE TEMPLATE BY JOEL CAMACHO.

Mr. Camacho reported the information that will be included on the website, which will be a link on the city website. He added the website will include the logo, history of the IDA, mission statement, options for IDA application, agendas and minutes. IDA articles of incorporation and bylaws will be included

Discussion was held on the posting agendas and minutes to the website, and access to the email.

10. UPDATE ON UNDERGROUND STORAGE TANK

Mr. Scherden reported there was no new information.

11. DISCUSSION/DECISION ON HIRING A CERTIFIED PUBLIC ACCOUNTANT.

Mr. Scherden reported that Mr. Terry, CPA declined, and contacted Haymore & Forsberg CPA but they do not handle non-profit organizations. Mr. Scherden added contacting other CPA's in in Sierra Vista and will also try to contact CPA's in Tucson.

Ms. Pedrego reported Ms. Merritt suggested Joel Frey.

Discussion was held on the work the CPA will do which includes going back to 2014 to catch up on all the taxes, and reapply for non profit status.

Motion by Florencio Lopez, second by Joey Barreras to approve that once a CPA is contacted and agrees to work on the task of handling taxes and reapplying for non-profit status a \$5,000.00 retainer be approved without board approval. Motion passed unanimously.

12. DISCUSSION/DECISION ON "AZ GOVERNORS CONFERENCE ON TOURISM" JULY 10-12, WESTIN LA PALOMA RESORT.

Discussion was held on availability of members to attend the conference.

Mr. Scherden reported he will be attending.

Motion by Florencio Lopez, second by Joey Barreras to reimburse President Scherden for hotel, registration, and one dinner, and if another board member attends the board will pay the fees. Motion passed unanimously.

13. NEXT MEETING DATE

June 13, 2023

14. ADJOURNMENT 12:20 pm

Motion by Florencio Lopez, second by Joey Barreras to adjourn the meeting at 12:20 p.m., Motion unanimously passed.



Minutes prepared by: Cynthia Acuña Robles