



**TEMPLE HEALTH AND BIOSCIENCE  
ECONOMIC DEVELOPMENT DISTRICT  
BOARD OF DIRECTORS MEETING  
WEDNESDAY, June 22, 2016**

The Temple Health and Bioscience Economic Development District Board of Directors conducted their regularly scheduled board meeting on Wednesday, May 25<sup>th</sup>, 2016, 5:00 pm in the Main Conference Room of the Temple Health and Bioscience District Facility located at 1802 South 1<sup>st</sup> Street, Temple, Texas.

**Members Present:**

Wendell Williams, Chair  
Thomas Baird, Vice Chair  
Doug Streater, Treasurer  
Michael Norman  
Jack Morris  
John Kiella

**Members Absent:**

Gregg Strasburger

The agenda for this meeting was posted on the bulletin board of the Temple Health and Bioscience Economic Development District Facility in compliance with the Open Meetings Law.

*The following is a summary of the proceedings of this meeting. It is not intended to be a verbatim translation.*

**1. Administer Oath of Office to newly re-elected Directors;**

Mrs. Annable administered the Oath of Office to Mr. Baird and Mr. Kiella.

**2. Approve the minutes of the May 4, 2016 board meeting.**

Motion by Mr. Baird, second by Mr. Streater to approve the minutes from the May 4, 2016 board meeting. Motion carried unanimously.



**3. Approve the financial report for the seven-month period ending April 30, 2016.**

Mr. Streater gave an overview of the financial report. After reviewing the cumulative expenses THBD is approximately \$300,000 under budget. 98.65% of the taxes have been collected.

Motion by Mr. Morris, second by Mr. Streater to approve the financial report for the period ending April 30, 2016. Motion was carried unanimously.

**4. Consider selecting a date other than 4<sup>th</sup> Wednesday for board meetings.**

It was recommended by Mr. Williams that the 2<sup>nd</sup> Thursday of every month be the new date for the board meetings. The start time will remain the same. Mr. Williams suggested that the Board Members try the new schedule through the summer to see if it works out for their schedules. This will be effective for the June 2016 board meeting. It was suggested by Mr. Kiella that a new calendar schedule be sent out to reflect the new meetings.

Motion by Mr. Morris, second by Mr. Baird to approve the 2<sup>nd</sup> Thursday of each month for future board meetings beginning on June 9<sup>th</sup> 2016. Motion was carried unanimously.

**5. Consider soliciting bids for THBD financial services.**

Mr. Williams noted that we have not solicited bids for financial services for several years. Mr. Hart and Mr. Streater have been working on a bid package that will go out to area banks telling them the services that we need and asking for a response by August 15<sup>th</sup>, 2016. This process should be repeated every two years. Mr. Williams and Mr. Streater will excuse themselves from voting if their banks make a bid for the account.

**6. FY2016-2017 Budget Work Session**

Mr. Hart reviewed the budget timeline with the board for the next two meetings. The preliminary 2016-2017 tax base is down approximately \$2,000,000 from last year. The THBD budget for 2015-2016 was \$1,151,232 and the proposed budget for 2016-2017 is \$1,105,800 down approximately \$45,000. Proposed revenue is \$1,106,714. Mr. Hart and Mr. Williams then gave clarifications for individual line items. At the next board meeting, there will be another Budget Work Session. This allows the board a chance to review the budget and generate any questions as needed.



## **7. Receive activity report from Jack Hart, Executive Director.**

THBD will sponsor four students in the summer of 2016. All four students are here in Temple and started their internship this week. They will all be doing their internship at the VA. The students will make a short presentation of their proposed research at the July meeting.

The backup power supply system is now up and running. The generator will perform a self-test that will run every Saturday for 15 minutes. If there is a problem the system will generate an audible alarm. Mr. Williams and Mr. Kiella suggested that we reset the generator to self-test when we are on site. There was a discussion regarding the fence that will surround the generator. It will be a 6-foot chain link fence with beige slats.

Mrs. Annable gave a marketing update. In April, the Spinal Symposium (hosted by the Roney Bone and Joint Institute), which THBD had sponsored, had over 50 Primary Care Physicians and Physical Therapists in attendance. This first annual symposium was very well received by the attendees. In May, Mrs. Annable went to Health Care Texas, in Austin, this conference had over 110 companies, 63 investors and 458 attendees. The format for this meeting allowed the attendees to set up individual meetings with each other. Hence, Mrs. Annable met with 14 individuals and sent 16 follow up emails. The overall feedback from the Investors was very positive and they were very glad to know that THBD existed. This is a very important conference for THBD to attend yearly. In May, Mrs. Annable also attended Emerging Technologies in San Antonio. This conference had 154 investors and startup companies present. She met with a 3D startup company and 2 venture capitalist who want to come to Temple to take a tour. This was a perfect conference for THBD to have a presence. InnoTech, in San Antonio, had over 1300 attendees and 65 vendors. Most of the attendees were IT affiliated and not interested in what THBD has to offer. Mrs. Annable would not recommend that THBD return to this conference for marketing purposes.

Mrs. Annable then discussed the NanoString usage cost update. A discussion followed regarding offering research grants to help offset the cost of the supplies. Over the next two months THBD staff will investigate the potential users for this machine and quantify their needs.

Mr. Hart updated the office and laboratory income spreadsheet. Total revenue is \$25,068, an increase of \$1,165 over last month.



**The Board entered into Executive Session at 6:12pm and ended the session at 6:28pm**

There being no further business, Mr. Williams adjourned the meeting at approximately 6:30 pm.

Transcribed by:  
Tami Annable, THBD Executive Assistant