

AGENDA REPORT

Meeting Date: November 19, 2025

Item Number: 1

Prepared By: Jason Greiner

Subject

Consider and act upon Committee Appointments by the Board.

Recommendation

Motion to accept the Board President's WEDC Committee Appointments.

Discussion

Provided for the Board's review is Section VI – Committees of the WEDC Bylaws. Section VI provides for the qualifications and selection for Committee Membership.

Section 6.01 - Qualifications for Committee Membership:

Members of committees shall be appointed by the President and approved by the Board. Committee members need not be members of the Wylie Economic Development Corporation unless required by these Bylaws or Board resolution.

Per the Bylaws, Standing Committees of the Board may include:

- Budget, Finance and Audit Committee (*Committee Currently Active: Demond Dawkins and Melisa Whitehead*)
- Committee for Business Retention and Expansion
- Committee for New Business Attraction and Recruitment (*Committee Currently Active: Blake Brininstool*)

Section 6.03 – Special Committees:

“The President may determine from time to time that other committees are necessary or appropriate to assist the Board of Directors, and shall designate, subject to Board approval, the members of the respective committees.”

Active Special Committees of the Board:

- Strategic Planning (*Blake Brininstool, Harold Smith, and Demond Dawkins*)
- Staffing and Compensation (*Harold Smith and Melisa Whitehead*)

Section 6.04 – Term of Committee Members

Each member of a committee shall continue as such until the next appointment of the Board of Directors and until his/her successor on the committee is appointed, unless the committee shall be sooner terminated or unless such member has ceased to serve on the Board of Directors, or unless such member be removed from such committee. Any committee member may be removed from committee membership by the President, with Board approval, whenever in their judgment the best interests of the Corporation would be served by such removal.

Committees

In accordance with the Bylaws, the President has the authority to appoint various standing committees of the Board. These committees may include:

1. **Budget, Finance and Audit Committee:** This committee is responsible for working with the Director on creating the annual budget. Once approved by the Board, they present it to the City Council as required by our Bylaws. The committee also oversees audits of the Board, whether conducted by the City or external auditors.

This Committee is currently active, with Demand Dawkins and Melisa Whitehead serving as members of this Committee.

2. **Committee for Business Retention and Expansion:** This committee works closely with the Director of Economic Development to keep the Board informed about business retention and expansion activities.
3. **Committee for New Business Attraction and Recruitment:** This committee collaborates with the Director of Economic Development to provide updates on business attraction and recruitment activities.

This Committee is currently active, with Blake Brininstool serving as a member of this Committee.

Special Committees

The President may establish other committees as needed to assist the Board. These committees, subject to Board approval, will have specific tasks. However, they do not have authority in certain critical matters, such as changing Bylaws, appointing or removing Directors or Officers, or making significant decisions about the Corporation's assets.

Active Special Committee:

- Strategic Planning Committee, with Demand Dawkins, Blake Brininstool, and Harold Smith serving as members of this Committee.
- Staffing and Compensation Committee, with Harold Smith and Melisa Whitehead serving as members of this Committee.

Committee Member Terms

Each committee member serves until the next Board appointment and until a successor is named. With Board approval, the President may remove a committee member when it benefits the Corporation.

The Board President will open a discussion to appoint new Committee Members for the Board's approval.

Attachment:

WEDC Bylaws, Section VI