FISTA Development Trust Authority
Board Meeting Minutes

Lawton City Hall Banquet Room
212 SW 9th Street, Lawton, Oklahoma 73501
November 3, 2020 @ 3:30 p.m.

I. **Trustees Present:** Mark Brace, Barry Ezerski, Clarence Fortney, Phil Kennedy, Albert Johnson, Jr., David Madigan, Ron Nance and Bridget Randle. Also, in attendance was Teira Cole and James Taylor.

Trustees Absent: Jay Burk

II. **Guests:** Kim McConnell, Michael Cleghorn, and Rich Rogalski

III. **Call to Order/Roll Call**

IV. **Introduction of Guests**

V. **Business**

A. **Consider approval of minutes of the Trust Special Called Meetings on October 6, 2020 and October 16, 2020.**
ACTION: Mr. Madigan moved to approve the minutes of the Trust Special Called Meetings on October 6, 2020 and October 16, 2020 with a modification to the October 6, 2020 minutes to show Mr. Nance attending via videoconference rather than teleconference; Mr. Brace seconded the motion. The motion passed unanimously; copy of the minutes attached.

B. **Consider approval of opening a new bank account for the revenue and expenses of the FISTA.**
ACTION: Mr. Brace moved to open an interim bank account at IBC Bank using the City of Lawton's EIN; Mr. Kennedy seconded the motion. After some discussion, Mr. Brace amended his motion to add the authorized signers on the account will be the FISTA Authority Officers (Clarence Fortney-Chair, Mark Brace-Vice-Chair, Barry Ezerski-Secretary, and Bridget Randle-Treasurer) with two signatures required on all checks and one of the two signatures must be the Chair or Vice-Chair and that the funds must be guaranteed by FDIC or pledged by the bank; Mr. Kennedy seconded the amended motion. The motion passed unanimously.

C. **Consider approval of FISTA Employee Handbook.**
ACTION: Mr. Brace moved to approve the FISTA Employee Handbook with amendments to Section III, item J to change the life insurance amount to $10,000 and to Section IV, item Q to delete the paragraph and add "Children in the workplace will be handled case by case as approved by the FISTA Director."; Ms. Randle seconded the motion. The motion passed unanimously; copy of the handbook attached.

D. **Consider approval of FISTA Drug & Alcohol-Free Workplace Policy.**
ACTION: Mr. Ezerski moved to approve the FISTA Drug & Alcohol-Free Workplace Policy; Mr. Kennedy seconded the motion. The motion passed unanimously; copy of the policy attached.

E. **Consider approval of letter of engagement with Frankfurt, Short, Bruza & Associates, P.C. (FSB) to provide assistance with inspections, evaluations and design of the FISTA facilities sought to be acquired by the Trust for trust purposes.**
ACTION: Mr. Kennedy moved to approve letter of engagement with Frankfurt, Short, Bruza & Associates, P.C. (FSB) to provide assistance with inspections, evaluations and design of the FISTA facilities sought to be acquired by the Trust for trust purposes and to request the FISTA Director to ask FSB for a proposal for an overall master plan for the mall to be presented at the next board meeting; Mr. Nance seconded the motion. The motion passed unanimously; copy of the letter attached.

F. **Consider approval of FISTA Director contract.**
ACTION: Mr. Ezerski moved to approve the FISTA Director contract; Ms. Randle seconded the motion. The motion passed unanimously; copy of the contract attached.

VI. Reports of Trustees

Mr. Nance reported on the activities of LEDC.

VII. Adjourn

The Chairman adjourned the meeting.