

Capital Area Initiatives Foundation, Inc. Board of Directors | Agenda

11:00 am or Upon Adjournment of CAECD Board of Managers Meeting

Wednesday, November 13, 2024

CAPCOG Lantana Room

6800 Burleson Road, Bld. 310, Ste. 155

Austin, Texas 78744

Mayor Jane Hughson, City of San Marcos, **President**
Mayor Lew White, City of Lockhart, **Vice President**
Commissioner Ann Howard, Travis County, **Secretary**
Council Member Mackenzie Kelly, City of Austin
Commissioner Clara Beckett, Bastrop County
Mayor Lyle Nelson, City of Bastrop
Council Member Kevin Hight, City of Bee Cave
Judge Brett Bray, Blanco County
Commissioner Joe Don Dockery, Burnet County
Judge James Oakley, Burnet County
Judge Hoppy Haden, Caldwell County
Judge Dan Mueller, Fayette County
Council Member Ron Garland, City of Georgetown
Mayor Pro Tem Steve Hougen, City of Granite Shoals
Commissioner Walt Smith, Hays County

Mayor Pro Tem Esmeralda Mattke Longoria, City of Leander
Commissioner Steven Knobloch, Lee County
Judge Ron Cunningham, Llano County
Mayor Pro Tem Doug Weiss, City of Pflugerville
Council Member Matthew Baker, City of Round Rock
Council Member Janice Bruno, City of Smithville
Mayor Brandt Rydell, City of Taylor
Judge Andy Brown, Travis County
Commissioner Russ Boles, Williamson County
Commissioner Cynthia Long, Williamson County
Senator Pete Flores
Representative Terry Wilson
Representative Stan Gerdes

- 1. Call to Order and Opening Remarks**
- 2. Consider Approval of Minutes of the June 12, 2024, Meeting**
- 3. Consider Adopting a Resolution Providing Signature Authority to Individuals for the Capital Area Initiatives Foundation**
Silvia Alvarado, CAPCOG Director of Finance
- 4. Other Business**
- 5. Adjourn**

Capital Area Initiatives Foundation, Inc. Board of Directors | Minutes

11:00 am or Upon Adjournment of CAECD Board of Managers Meeting

Wednesday, June 12, 2024

CAPCOG Lantana Room

6800 Burleson Road, Bld. 310, Ste. 155

Austin, Texas 78744

Present (20):

Mayor Lew White, City of Lockhart, **Vice President**
Commissioner Clara Beckett, Bastrop County
Mayor Lyle Nelson, City of Bastrop
Council Member Kevin Hight, City of Bee Cave
Judge Brett Bray, Blanco County
Commissioner Joe Don Dockery, Burnet County
Judge James Oakley, Burnet County
Council Member Ron Garland, City of Georgetown
Mayor Pro Tem Steve Hougen, City of Granite Shoals
Commissioner Walt Smith, Hays County
Ms. Esmeralda Mattke Longoria, City of Leander

Commissioner Steven Knobloch, Lee County
Judge Ron Cunningham, Llano County
Mayor Pro Tem Doug Weiss, City of Pflugerville
Mr. Matthew Baker, City of Round Rock
Ms. Janice Bruno, City of Smithville
Mr. Brandt Rydell, City of Taylor
Judge Andy Brown, Travis County
Commissioner Russ Boles, Williamson County
Commissioner Cynthia Long, Williamson County
Senator Pete Flores
Representative Terry Wilson
Representative Stan Gerdes

Absent (6)

Council Member Mackenzie Kelly, City of Austin
Judge Hoppy Haden, Caldwell County
Judge Dan Mueller, Fayette County

Mayor Jane Hughson, City of San Marcos, **President**
Judge Andy Brown, Travis County
Commissioner Ann Howard, Travis County, **Secretary**

1. Call to Order and Opening Remarks

Mayor Lew White called the meeting to order at 10:26 am

2. Consider Approval of Minutes of the November 8, 2023, Meeting

The Board approved the minutes unanimously.

3. Officer Elections

Mayor Jane Hughson was elected President; Mayor Lew White was elected Vice President, and Commissioner Ann Howard was elected secretary.

4. Status Report on Activities

Jennifer Scott, CAPCOG Director of Aging Services, provided updates on the status of the St. David's Foundation CAPABLE grant program and ASC/ADRC Coordinator grant program.

5. Consider Acceptance of Accept Financial Report

Silvia Alvarado, CAPCOG Finance Director, provided updates on the status of the St. David's Foundation CAPABLE grant program and ASC/ADRC Coordinator grant program.

6. Other Business

There was no other business

7. Adjourn

Meeting adjourned at approximately 10:58 a.m.

Commissioner Ann Howard, Secretary
Capital Area Initiatives Foundation
Board of Directors

Date

**CAPITAL AREA INITIATIVES FOUNDATION
BOARD OF DIRECTORS**

MEETING DATE: November 13, 2024

AGENDA ITEM: #3 Consider Adopting a Resolution Providing Signature Authority to Individuals for the Capital Area Initiatives Foundation

GENERAL DESCRIPTION OF ITEM:

This item provides a resolution to be submitted to Frost Bank as part of the process for updating the signature authority with the foundation's designated depository bank and brokerage accounts. The CAIF contracts with the Capital Area Council of Governments (CAPCOG) to administer its grants and with changes in leadership at CAPCOG, this item would update signatory authority on the CAIF accounts to add CAPCOG's Executive Director and Deputy Executive Director.

THIS ITEM REPRESENTS A:

- ☐ New issue, project, or purchase
- ☐ Routine, regularly scheduled item
- ☐ Follow-up to a previously discussed item
- ☐ Special item requested by board member
- ☒ Other

PRIMARY CONTACT/STAFF MEMBER:

Silvia Alvarado, CAPCOG Director of Finance

BUDGETARY IMPACT:

Total estimated cost: N/A

Source of Funds: _____

Is item already included in fiscal year budget? ☐ Yes ☐ No

Does item represent a new expenditure? ☐ Yes ☐ No

Does item represent a pass-through purchase? ☐ Yes ☐ No

If so, for what city/county/etc.? _____

PROCUREMENT: N/A

ACTION REQUESTED:

Adopt and sign a resolution specifying the individuals authorized to sign and countersign checks and other instruments for withdrawal of funds from the designated depository, Frost Bank, and brokerage accounts

BACK-UP DOCUMENTS ATTACHED:

1. Resolution

BACK-UP DOCUMENTS NOT ATTACHED (to be sent prior to meeting or will be a handout at the meeting): None

RESOLUTION

PROVIDING SIGNATURE AUTHORITY TO INDIVIDUALS FOR THE CAPITAL AREA INITIATIVES FOUNDATION

WHEREAS, the Board of Directors of the Capital Area Initiatives Foundation (“the Board”) is charged with the responsibility to specify the individuals authorized to sign and countersign checks and other instruments for withdrawal of funds from designated depositories and brokerage accounts,

NOW, BE IT RESOLVED BY the Board as follows:

1. The Board hereby specifies that the following individuals are authorized to sign and countersign checks and other instruments for withdrawal of funds from designated depositories effective September 1, 2024:
 - a. Chris Miller, Executive Director of the Capital Area Council of Governments (CAPCOG);
 - b. Andrew Hoekzema, Deputy Executive Director of CAPCOG; and
 - c. Silvia Alvarado, Director of Finance of CAPCOG.
2. The Board and CAPCOG’s Executive Director are hereby authorized to take all steps necessary to enforce the provisions of this resolution.

Resolution adopted on this 13th day of November 2024.

Jane Hughson, President
Capital Area Initiatives Foundation

Ann Howard, Secretary
Capital Area Initiatives Foundation