



Monroe-Union County Economic Development Commission
Board of Directors Special Initial Organizational Meeting
3509 Old Charlotte Highway
Monroe, North Carolina 28110
5:00 p.m. – March 30, 2022

Meeting Agenda

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| 1. | Call to Order and Welcome Guests | Platé |
| 2. | Appointment of the Initial Chairman
<i>Action Requested: Discussion and Appointment of the Initial Chairman elected by the City of Monroe Board Members (as per Operating Agreement, Section 3.b.)</i> | Platé |
| 3. | Organization Rules and Regulations
<i>Action Requested: Review, Discussion and Possible Approval of the Monroe-Union County Economic Development Commission Organization Rules and Regulations</i> | Chairman |
| 4. | Appointment of Officers
<i>Action Requested: Review, Discussion and Appointment of the Chairman, Vice-Chairman and Initial- Interim Finance/Budget Officer</i>
<i>Action Requested: Authorize the Executive Director to pursue options in securing a permanent Finance/Budget Officer</i> | Chairman |
| 5. | Employer Enrollment in the North Carolina Local Governmental Employees' Retirement System (LGRS)
<i>Action Requested: Review, Discussion and Possible Approval to begin the application process for Monroe-Union County Economic Development Commission to participate in LGRS.</i>
<i>Action Requested: Possible Adoption of the following Resolutions:</i>
<i>R-2022-01 EDC Resolution to Enroll In The North Carolina Local Governmental Employees' Retirement System</i>
<i>R-2022-02 EDC Resolution to Pick Up The Employee Contributions Payable As Members Of The North Carolina Local Governmental Employees' Retirement System</i> | Chairman |
| 6. | Monroe-Union County Economic Development Commission Employee Handbook
<i>Action Requested: Review, Discussion and Possible Approval of the Monroe-Union County Economic Development Commission Employee Handbook</i> | Chairman |

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| 7. Authorization of Initial-Interim Finance/Budget Officer to open necessary Bank Accounts
<i>Action Requested: Discussion and Possible Authorization to allow the Initial-Interim Finance/Budget Officer to open Bank Accounts with approved financial Institutions</i> | Chairman |
| 8. Proposed 2022 Holiday and Regular Meeting Schedule
<i>Action Requested: Review, Discussion and Possible Approval of the 7/1/2022 – 12/31/2022 Holiday and Regular Meeting Schedules</i> | Chairman |
| 9. Discussion of Other Upcoming Business
a) Review and Discussion of the Monroe-Union County Economic Development Commission Purchasing Policies and Procedures

b) Discussion of allowing the Executive Director to engage the City of Monroe for Payroll, Healthcare and other Administrative services | Chairman |
| 10. Director Comments | Chairman |
| 11. Adjourn | Chairman |
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Next Meeting: TBD – 3509 Old Charlotte Hwy. Monroe, NC 28110 – Conference Room