

Business Advisory Board

City of Lake Worth Beach

Meeting Minutes | September 21, 2023

1. WELCOME

City Manager Carmen Davis, Board Liaison, welcomed the new Business Advisory Board members to the first meeting and read the Commission's resolution concerning the purpose and objectives of the board.

Commissioner Sarah Malega greeted the members and expressed her appreciation for their volunteering and dedicating their time to the board.

2. ROLL CALL

City Manager Carmen Davis called the membership roll. All members were in attendance with the exception of Erin Allen. Mrs. Allen had a schedule conflict due to traveling out of the state. Mr. Sam Goodstein attending the meeting via Zoom.

Each member introduced themselves and shared their reasons for them joining the board.

3. PLEDGE OF ALLEGIANCE

City Manager Davis led the Pledge of Allegiance.

4. ELECTION OF OFFICERS

a. The new members elected the following officers:

1. Chairperson - Erin Allen
2. Vice Chairperson - Hannah Crawford
3. Secretary - Camila Zavala

Amy Gill moved and Hannah Crawford seconded. The motion passed 6-0.

5. NEW BUSINESS

a. Define the Purpose and Scope of the Business Advisory Board

City Manager Carmen Davis gave an overview of the packet entitled "Connecting with LWB Government". The following topics were covered:

1. Ethics training. All members have completed their ethics training and submit the signed Ethics Training form.
2. Attendance
3. Board Responsibilities
4. Role of the Staff Members
5. Agenda and Minutes
6. Public Records and Sunshine Law
7. Conflict of Interest on a Voting Matter
8. Parliamentary Procedures

b. Business Advisory Board Policy and Procedures were reviewed. Topics discussed:

1. Attendance Requirements
2. Board Positions/Officers and Terms
3. Board's Duties
4. Role of the Liaison

Business Advisory Board

City of Lake Worth Beach

Meeting Minutes | September 21, 2023

c. Set Meeting Schedule

The board voted to meet monthly. Meetings will be held on every 3rd Thursday of the month at 6 pm. Sam Goodstein moved and second by Jacob. Motion passed 6-0. The next meeting is scheduled for Thursday, October 19, 2023.

Amy Gill moved and second by Jacob Roedsens. Motion passed 6-0.

City Manager Carmen Davis stated that members are strongly encouraged to attend the meetings in person. Zoom attendance should be requested in advance available for special extenuated circumstances only.

d. Develop an Agenda

The members discussed possible topics for future meetings. At the next meeting, each member will present their ideas for the board to discuss and consider.

Consensus was reached to establish a standing agenda item concerning ideas on new businesses' pathways for success.

Amy Gill suggested that the board develop a Facebook page. City Manager Davis will seek legal advice and guidance.

Commissioner Malega suggested that a letter be sent to all LBTRs informing them of the new Business Advisory Board and invite them to share your ideas to the board.

Commission Malega handed out the following information: Senate Bill 170 and Panama City Intake Form used when applying for LBTR.

Amy Gill shared her experience with a business liaison in one of the communities she works with.

City Manager Davis passed out upcoming business workshops sponsored by the CRA.

6. ADJOURNMENT

Amy Gill moved to adjourn the meeting and Camila Zavala second. Motion passed 6-0.

Respectfully Submitted By:


Camila Zavala, Secretary