



**MINUTES OF THE  
MEMPHIS CENTER CITY DEVELOPMENT CORPORATION  
114 North Main Street  
Memphis, TN 38103**

**Wednesday, November 18, 2020**

**Due to the declarations of a State of Emergency by the President of the United States, the Governor of Tennessee, and the Mayor of Memphis relating to the COVID-19 Pandemic, the CCDC has determined that it is necessary that the meeting be conducted by electronic or other means of communication in order to protect the health, safety and welfare of the public, DMC staff, and CCDC applicants. This meeting of the CCDC was held via Zoom virtual meeting. Board members participated by phone with all materials made available to them as well as the public in advance. Procedures were in place to identify all participants on the call including members of the public and allow for questions and public comment.**

**Board Members Present (via conference):** Michael Chance, Sharon Leicham, Anton Mack, Ray Brown, Carl Person, Deni Reilly, Terry Woodard, Julie Lansky and Benjamin Orgel

**Board Members Absent:**

**DMC Staff Present:** Jennifer Oswald, Christine Taylor, Brett Roler, Penelope Springer, Penelope Huston, Erik Stevenson, Jaske Goff, Jonathan Mosley, Katie Flynn, Abram Lueders and Debra Streeter.

**Guests (via conference):** Charles Carpenter (Legal Counsel), Corbin Carpenter, James Stokes and Member of the Public

Chairman Chance determined that a quorum was present, and the meeting was called to order at 9:00 A.M. Christine Taylor called roll for board members, staff and attending guest. After reviewing meeting protocols, Chairman Chance called for approval of the minutes from October 21, 2020 CCDC meeting. Carl Person motioned to approve the minutes as presented, Anton Mack seconded the motion, after roll call vote, the motion passed unanimously.

**Agenda Item III: Financial Report**

Penelope Springer presented the October 2020 financial report and highlights.

**Agenda Item IV: DMC Interim President**

Jenifer Oswald presented the DMC board selection of Ray Brown as Interim President. Ray Brown was selected as Interim President at a special called DMC meeting held on November 13<sup>th</sup>. Ray Brown and Jennifer Oswald will work closely for the next two months, before leaving at the first of the year. The CCDC will need to confirm the selection of Ray Brown today. Benjamin Orgel made a motion to confirm the selection, Terry Woodard seconded the motion, after roll call vote, the motion passed unanimously.

### **Agenda Item V: Diversity Report**

Penelope Springer presented the 3<sup>rd</sup> Quarter Diversity report. Jay Goff shared a few 3<sup>rd</sup> quarter meeting highlights. Also, he informed board of the passing of former board member Melvin Jones. Melvin Jones was executive director of the Memphis Business Contracting Consortium and a strong supporter of Black businesses. Erik Stevenson updated the board on the new Pre-Development MWBE list added to the DMC website. It is our hope that the access to the list will increase minority participation in the beginning stages of development projects.

### **Agenda Item XII: President's Report**

Jennifer Oswalt updated board on DMC audit activity and upcoming Diversity meeting. Penelope Huston updated board on Marketing grants and upcoming events.

Before adjourning the meeting, Chairman Chance thanked Jennifer Oswalt for her service with DMC, first as the CFO and then DMC President. Julie Lansky and other board members thanked her as well.

Ray Brown thanked Jennifer Oswalt for a remarkable job as DMC president. He will be stepping in as the Interim President and will resign as CCDC board treasurer.

### **Agenda Item VIII: Adjournment**

Seeing no further business, the meeting was adjourned.