



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

**Tuesday, September 8, 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 DMC 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 CCRFC applicants. This meeting of the CCRFC 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:** Bobbi Gillis, Glenn Floyd, Brandy Johnson-Ward, Eric Mathews, Sean Norris, Jim Crone, and Jeri Moskovitz

**Board Members Not Present:** Christina Kurdilla and Kevin Woods

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

**Guests:** James McLaren (Counsel), James Stokes, Jeff Little, Jacob Steimer and Tom Bailey

Chairman Gillis determined that a quorum was present, and the meeting was called to order at 9:01 A.M. Christine Taylor called roll for board members, staff and attending guest. After board quorum was confirmed Chairman Gillis called for approval of resolution that holding meeting electronically is necessary. Jim Crone motion to approve resolution, Eric Mathews seconded the motion, after roll call, the motion passed unanimously. Chairman Gillis gave a brief overview of meeting protocol before proceeding to the first agenda item. Chairman Gillis called for approval of the minutes from the August 11, 2020 CCRFC Board of Directors meeting. Brandy Johnson-Ward noted correction on item VIII in August minutes. It will be noted that Eric Mathews and Brandy Johnson Ward recused themselves from the vote. Glenn Floyd motioned to approve minutes with noted corrections to item VIII, Eric Mathews seconded the motion, after roll call, the motion passed unanimously.

**Agenda item III: Financial Update**

Penelope Springer presented the financial report.

**Agenda item IV: 999 Cooper**

Jennifer Oswalt presented the standard assignment request for 999 Cooper Street. Eric Mathews made a motion to approve the assignment, Sean Norris seconded the motion, after roll call, the motion passed unanimously.

**Agenda item X: President's Report**

Jennifer Oswalt updated board on Downtown projects and answered board questions.

Seeing no further business, the meeting was adjourned.