

Canadian County Expo Authority Board of Trustees Meeting  
October 9, 2024

Notice of the meeting and agenda were posted at 11:43 am on October 4, 2024, at the Canadian County Courthouse, 201 N. Choctaw Ave., El Reno, OK 73036, according to the provisions of 25 O.S. § 301-314.

Agenda Item #1:

Tom Manske called the meeting to order at 3:05 pm.

Agenda Item #2:

The members present were Tom Manske, Danny Lawson, Pam Shelton, and Mike Harris. A Quorum was present.

Agenda Item #3

Harris moved, seconded by Shelton to approve the minutes from the Meeting of September 12th, 2024. The motion passed unanimously 4-0.

Agenda Item #4:

September financials were presented. No action needed.

Agenda Item #5:

Facility update given. No action needed

Agenda Item #6:

Lawson moved, seconded by Harris, to adopt the Employee Personnel Policy Handbook. The motion passed unanimously 4-0.

Agenda Item #7:

Shelton moved, seconded by Lawson, to accept the addendum to the manage service agreement. The motion passed 4-0.

Agenda Item #8:

Executive Director recommended to follow the benefit allowance structure and amount of the County. Harris moved, seconded by Lawson, to accept the Executive Directors Recommendation. The motion passed unanimously 4-0.

Agenda Item #9:

Shelton moved, seconded by Lawson, to go with Advantage Group and their recommendation on supplemental insurance. The motion passed unanimously 4-0.

Agenda Item #10:

Shelton moved, seconded by Lawson, to go forward with \$150 matching per month with nationwide 457 policy. The motion passed unanimously 4-0.

Agenda Item #11:

Lawson moved, seconded by Shelton, to accept the Executive Directors job description and giving the Executive Director the authority to hire employee for the Trust Authority. The motion passed unanimously 4-0.

Agenda Item #12:

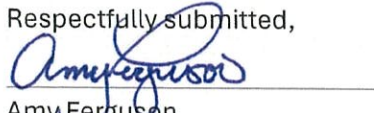
Executive Director, Mandy Davis, gave a report on the status of the Expo Center. No action necessary.

October 9<sup>th</sup>, 2024, Minutes continued:

Agenda Item #13:

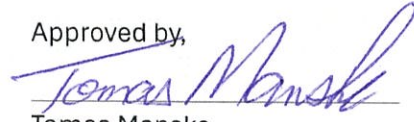
There being no further business before the Board, Chair Tom Manske adjourned the meeting at 4:03pm.

Respectfully submitted,



Amy Ferguson  
Secretary/Treasurer

Approved by,



Tomas Manske  
Trustee Chair