

NOTICE OF SPECIAL MEETING

Meeting will be held via Zoom Videoconference:

<https://zoom.us/join>

Meeting ID: 849 5852 4596 Password: 476748

To join with only audio, dial:

(301) 715-8592 or (312) 626-6799

and enter the above Meeting ID and Password

NOTICE IS HEREBY GIVEN that a meeting of the Board of Directors of the Industrial Development Board of the Parish of Caddo, Inc. (the "Board"), has been called by the President and that the meeting will be held via Zoom Videoconference, on **WEDNESDAY, FEBRUARY 24, 2021** at **TWELVE O'CLOCK (12:00) NOON**, for the following purposes, to-wit:

1. Roll Call.
2. Approve of Minutes of September 25, 2020 Meeting (Kyle McInnis).
3. Consider and take action relative to a resolution giving preliminary approval for a payment-in-lieu-of-tax (PILOT) arrangement for "Project C." Subject to final approval of details at a later date. (Sheena Bryant, NLEP)
4. Discuss Economic Development Grants to Other Organizations (Brad Schmidt)
5. Consideration & approval of 2021 Operating Budget (Brad Schmidt).
6. Approval of legal fees for Adams and Reese, Special Counsel (Kyle McInnis).
7. Election of Officers for 2021 (Kyle McInnis).
8. General Update on IDB Business (David Wolf).
9. Public Comments.
10. Other Business (R.S. 42:19, unanimous consent is required to amend agenda).
11. Adjournment.

This will be an important meeting and all interested parties are urged to attend.

**INDUSTRIAL DEVELOPMENT BOARD
OF THE PARISH OF CADDO, INC.**

February 18, 2021

STATE OF LOUISIANA

PARISH OF CADDO

I, the undersigned President of the Industrial Development Board of the Parish of Caddo, Inc. (the "IDB"), do hereby certify that the Board of Directors of the IDB will hold an essential meeting at 12:00 noon on Wednesday, February 24, 2021 (or at such later time and place as may be determined by the undersigned if it is necessary to reschedule such meeting, and for which proper notice shall be given pursuant to the Public Meetings Law), and that such meeting shall be held by video teleconference rather than in-person. A quorum of the Board of Directors, which is required in order for the IDB to take official action, would not be possible in light of the current health emergency as declared by proclamation of Governor John Bel Edwards.

IN FAITH WHEREOF, witness my official signature on this the 18th day of February, 2021.

/s/ Kyle McInnis
Kyle McInnis, President

ONLINE MEETING GUIDELINES FOR THE PUBLIC

CADDO PARISH INDUSTRIAL DEVELOPMENT BOARD

Zoom Meeting of February 24, 2021, at 12:00 noon

1. All persons who plan on attending the Zoom meeting are requested to notify David Wolf, Esq., of Adams and Reese LLP, at [**david.wolf@arlaw.com**](mailto:david.wolf@arlaw.com), in advance of the meeting so that that IDB can have an idea of how many attendees will be present. However, advance notification is not a requirement to attend the meeting.
2. The public is asked to enter an online waiting room by joining the Zoom meeting no later than 11:45 pm, and to remain in the waiting room until a quorum of the IDB members is present. This will also allow the IDB member video feeds to be grouped together on the main video page, for the convenience of all viewers.
3. Once a quorum is present, and before the IDB President actually convenes the meeting, everyone present in the waiting room will be admitted as a group and will join the IDB members in the meeting. This will occur at 12:00 noon, CST, or as soon as a quorum of IDB members is present. After the meeting has started, it may not be possible for the meeting host to monitor the waiting room or to admit additional persons arriving after the meeting starts, so please be sure to be in the waiting room prior to 12:00 noon.
4. Members of the public are asked to identify themselves for purposes of the IDB Minutes by entering their first and last names in their Zoom profile. Persons who will be attending by phone only will be asked to identify themselves when joining the meeting.
5. All members of the public will be muted, and if they have a question or wish to be recognized for public comment on an agenda item must either use the "Raise Hand" feature or the Zoom Chat feature to send a private message to the meeting host with their question or that they wish to be recognized. The meeting host (and/or any co-hosts) will keep a list of questions and persons wishing to be recognized, and will assist the presiding officer in recognizing and unmuting those persons on each item, in the order of their request.
6. Persons wishing to address the IDB on any agenda item shall limit their comments to three (3) minutes after being recognized.