



DALLAS INC

**Governance Committee Meeting**  
**Wednesday, June 21, 2017 | 4:30 PM**  
**UDI Office, 3600 McKinney Avenue, Suite 210**

Members Present: Kelem Butts, Kevin Curley, John King via conference call, Kate Landrum, Jud Pankey, Debbie Ryan, Scott Sherwood, Katy Slade via conference call, and Neal Sleeper

Other parties in attendance: Nolan Marshall staff, Bailey Sanders staff

Members absent: Kevin Hickman

Meeting called to order at 4:35PM.

**Approval of March Minutes**

Kevin Curley made a motion to approve the March minutes. Kate Landrum seconded the motion. Motion unanimously approved.

**Approval of May Minutes**

Jud Pankey made a motion to approve the May minutes. Kelem Butts seconded the motion. Motion unanimously approved.

**Sub-Committee Reports**

A. Strategic Plan Subcommittee

I. Charrette Leader Presentation

- i. Nolan Marshall briefly presented three consultants to The Governance Committee ("The Committee") as well as the recommendations from International Downtown Association CEO, David Downey, on what kind of information to request based on Uptown Dallas, Inc.'s ("UDI") needs. UDI has received proposals from P.U.M.A. and Brad Segal, Coraggio Group and Matthew Landkamer, and Place Consulting and Kimberly Bares. ACTION ITEM: The Strategic Plan Subcommittee will be meeting as soon as possible to review the proposals and examples of previous strategic reports from each consultant to determine the best fit for UDI.

B. Open Records Subcommittee

- I. The Open Records Subcommittee developed a Public Information Requests Policy for the organization to use in accordance with the Texas Public Information Act. Ross Martin of Winstead PC will be attending the October 19, 2017 Board Meeting to answer any questions the board members may have regarding the policy and current laws. The Committee discussed options for possible training courses to ask the board members to participate in. ACTION ITEM: The Open Records Subcommittee will meet as soon as possible to discuss any additional correspondence between the board members and UDI regarding the Open Records Act.

C. Governing Documents Subcommittee

- I. The Governing Documents Subcommittee asked the Committee members to review Article Two of the official UDI Bylaws. ACTION ITEM: The Governing Documents Subcommittee will meet as soon as possible to discuss revisions.

**Approval of Media Policy**

- UDI and the Marketing Committee have developed a Media Policy, Guidelines & Standards document to ensure all communication by staff, board members, committee members, and all other volunteers accurately reflects all aspects of UDI. The Committee discussed the various standards within the document. Revisions include under “Designation of Media Inquiry and Response” adding “...inquiry, with the consultation of the Executive Director, to determine...” and to delete “At which time --”.
- Neal Sleeper made a motion to approve the Media Policy, Guidelines & Standards. Kevin Curley seconded the motion. Motion unanimously approved.

**Other Business**

- The Committee discussed the preferred format for the meeting minutes.

Meeting was adjourned at 5:54PM.