

The Central State Hospital Local Redevelopment Authority met in regular session on Wednesday, March 18, 2026, at 5:02pm in The Lawrence Building Conference Room with Mr. Binion chairing.

Chairman Binion opened the meeting by thanking all board members and guests for their efforts to attend tonight's meeting weather in-person or by phone.

Members present in person were Dr. Nelson, Mr. Schubert, Dr. Stephens, Mr. McMullen and Mr. Binion. Board members present by phone were Mrs. Edwards, Ms. Simmons, Mr. Pittman and Mr. Howell. Mr. Howell arrived in person at 5:17.

Chairman Binion asked for the adoption of the March 18th agenda asking for a motion to approve the agenda.

Vote to approve March 18th, 2026, agenda

1st motion made by Dr. Stephens, second by Mr. McMullen. On aye: Dr. Nelson, Mrs. Edwards, Ms. Simmons, Mr. Howell, Mr. Pittman, Mr. Schubert, Dr. Stephens, Mr. McMullen, and Mr. Binion.

Chairman Binion moved to next item on agenda asking the board to approve the minutes for February 18th board meeting by asking for a motion.

Vote to approve February 18, 2026, minutes

1st motion made by Mr. McMullen, second by Dr. Stephens. On aye: Dr. Nelson, Mrs. Edwards, Ms. Simmons, Mr. Howell, Mr. Pittman, Mr. Schubert, Dr. Stephens, Mr. McMullen, and Mr. Binion.

Chairman Binion moved to the next item on agenda, financial reports. Mr. Binion asked Ms. Simmons, the treasurer, who is joining by phone, were there was anything particular on the financials she wanted to point out.

Ms. Simmons responded not at this time.

Chairman noted he did not see anything that requires attention or raised a red flag and that the Authority is on track for budget.

Chairman moved to the next note under the financial reports. He asked the board to review the new check signing policy which now will allow Mr. Binion, Ms. Simmons and Dr. Stephens to sign checks. This action would remove Mr. McMullen.

Dr. Nelson raised a question about the power bill at the Kitchen but stated it was premature. Mr. Binion stated we will get to that.

Mr. McMullen noted Mr. Binion may want to have a definitive statement to provide to the bank as to why the Authority is removing him from the check signing process. Mr. Binion stated he had already spoken to Tori at the bank, and she stated he only needed something from the Board showing the list of current singers.

Vote to approve resolution 2603-01 check signing policy **R2603-01**

1st motion Dr. Stephens, second by Mr. Schubert. On aye: Dr. Nelson, Mrs. Edwards, Ms. Simmons, Mr. Howell, Mr. Pittman, Mr. Schubert, Dr. Stephens, Mr. McMullen, and Mr. Binion.

Chairman Binion moved to the next item on the agenda, a resolution for the Authority to obtain a debit card stating this was discussed in the executive committee meeting prior to tonight's meeting. Mr. Binion noted the debit card would be linked to the Authority's operating account. Mr. Binion gave an example of needing to renew the GIFC LLC annually with the Secretary of State and without a debit card, he will be required to complete the renewal using his personal credit/debit card.

Dr. Nelson inquired if there will be only 1 card issued. Mr. Binion responded only 1.

Dr. Nelson asked will Mr. Binion's name be on the card. Mr. Binion responded, no it will be issued to the Authority to his understanding.

Chairman Binion thoroughly explained current process for purchases which are outdated and time consuming and the need of the debit card is evident.

Dr. Nelson expressed her concerns of the Authority having something in writing as well as there being a need for training and accountability associated with the use of the card. Dr. Nelson stated those that could use the card need to sign off to say that they understand what is and is not allowed and the consequences behind improper use. Dr. Nelson asked that the Authority also note what Mr. McMullen suggested about monitoring use of cards by way of receipts to solidify or validate a purchase.

Chairman Binion stated Dr. Nelson is correct, explaining his experience with use of a company card. Mr. Binion also noted the extra layer of protection with the Authority's accountant Ms. McCoy.

Mr. McMullen stated we could potentially Google business policies for the use of a business credit card.

Dr. Nelson questioned when these purchases are being made, how are they going to be allocated in our budget.

Mr. Binion stated they would be placed under the category they belong, maintenance, Chapel, office supplies, etc.

Chairman Binion agreed with Dr. Nelson regarding putting some documentation together as well as the Resolution to present to the board next meeting.

(No vote recorded on vote for CSHLRA debit card)

Chairman Binion moved to Old Business asking Ms. Ashley to provide an update on the Chapel's HVAC system.

Ms. Ashley informed the board she continues to wait on the initial engineering report from ACS. Ms. Ashley stated that in accordance with previous discussions, we agreed to use the initial report from ACS as a format to receive 2 additional quotes on work needed for the Chapel. Ms. Ashley confirmed receipt of the suggested HVAC company by email from Mr. Howell and will follow up.

Ms. Simmons call dropped at 5:20pm.

Ms. Simmons phoned in at 5:22pm.

Ms. Ashley moved forward with reporting CSH Central Care use of Chapel's reception hall stating Mrs. Prosser responded by email. Ms. Prosser's email was provided to the board, stating she was grateful for the use of the reception hall to host the CC Valentines gala and at this time do not have a need to use the facilities for the remainder of the year with the understanding that the facility's financial responsibilities. Ms. Prosser's email went on to state she does plan to host another Valentines gala or a Spring Fling in 2027 but will not know details until the coming year as she does not prepare her calendar 12 months in advance.

Mr. Binion thanked Ms. Ashley for her report and moved to next agenda item, **R2603-02**, Resolution to loan money to the GIFC/CSHLRA, LLC. Mr. Binion stated it seems as though every three months the Authority is moving funds from the general account to the GIFC/CSHLRA to cover billing for the Kitchen. Mr. Binion noted there will be further discussion once the Authority moved to executive session so the board can hold on voting until after the executive session. Mr. Binion wanted to make the Authority aware that he will be renewing the GIFC, LLC using his personal card and will be asking for reimbursement.

Mr. Binion moved to next item, asking the Board to review the yellow form in their packets. Mr. Binion explained the need for general information on each board member in case of emergencies. Mr. Binion stated the members do not have to stress putting the year of birth or if they don't remember their date of appointment to the board.

Dr. Nelson inquired about access to documents/information. Mr. Binion confirmed.

Chairman Binion moved on to reprogrammable locks for the Chapel of all Faiths. Chairman informed the board he is unsure of who all have keys to the chapel which concerns him. Mr. Binion feels a good idea would be to rekey the chapel. Mr. Binion informed the Board that currently it requires staff to unlock and lock facility, and he would like to move into reprogrammable locks. Mr. Binion explained the "luxury" of having reprogrammable locks as it would be much easier on Authority staff and the renters of the space. Mr. Binion asked Ms. Ashley to discuss the options provided in package.

Ms. Ashley informed the Board either lock would come with hard keys and fobs as well as wireless access.

Dr. Nelson asked who would have access.

Mr. Binion stated that it ties into the next line item for getting the employees of the Authority cell phones so that these devices can be tied into the phone.

Ms. Ashley explained the difference between the two systems and explained she feels the Lowe's option would be the best because it offers 100 codes max at one time as well as not having to purchase online using someone's personal account and form of payment. Ms. Ashley informed the board that she did solicit the assistance of Mr. Griffin to choose some options that are fit for the Chapel and reception hall doors.

Mr. Binion wrapped the conversations of the reprogrammable locks and the Authority cell phones saying there is a need for both as they tie into one another. Currently Mr. Griffin and Ms. Ashley are required to use their personal cell phones for Authority business.

Dr. Nelson stated the board had previously approved for Ms. Ashley to get a cell phone but the approval at that time did not include Mr. Griffin.

Mr. Binion asked Ms. Ashley to explain the next handout regarding phones, services and carriers.

Ms. Ashley explained the handout in depth and the breakdown of AT&T, Verizon and T-Mobile service providers. Ms. Ashley then asked the board to keep in mind each provider's coverage to which the Board agreed either T-Mobile may not be the best option.

Dr. Nelson stated there needs to be a policy in place to account for the Authority's inventory, being the cell phones etc.

Dr. Nelson made a motion to change the locks on the Chapel with digital combo coded locks seconded by Mr. Howell.

Mr. Howell questioned will the choices be one of those provided in the handout.

Dr. Nelson said she would defer back to Authority staff.

Mr. Binion stated the one at Lowe's can be picked up.

Mr. Howell stated we should order because it's cheaper.

Ms. Ashley reminded Mr. Howell that there will be a need to use someone's personal Amazon account as well as form of payment.

Dr. Nelson reminded Mr. Howell the Lowe's is most convenient, and it allows for more options. Dr. Nelson went on to stated making the purchase at Lowes will allow us to close the loop vs. waiting and this task falls by the wayside.

Mrs. Edwards wanted to go on record noting she agrees with Dr. Nelson in incorporating the policies and procedures for distribution, use and return of company equipment.

Ms. Simmons agreed with both Dr. Nelson and Mrs. Edwards stating she agrees with the contingency of those policies and procedures are in place.

Mr. Pittman call dropped and was reconnected during this time.

Vote to approve resolution 2603-03. Resolution to change the locks at the Chapel of all Faiths with reprogrammable locks. **R2603-03**

1st motion Dr. Nelson, second by Mr. Howell. On aye: Dr. Nelson, Mrs. Edwards, Ms. Simmons, Mr. Howell, Mr. Pittman, Mr. Schubert, Dr. Stephens, Mr. McMullen, and Mr. Binion

Vote to approve resolution 2603-04. Resolution to purchase CSHLRA staff cell phones. **R2603-04**

1st motion Mr. Howell, second by Dr. Nelson. On aye: Dr. Nelson, Mrs. Edwards, Ms. Simmons, Mr. Howell, Mr. Pittman, Mr. Schubert, Dr. Stephens, Mr. McMullen, and Mr. Binion.

Mr. Binion went on to state he would like to form a committee for the appointment of Executive Director search. Mr. Binion informed the board he wishes to appoint Mr. Pittman as the chair of this committee due to his tenure on the board. Chairman Binion stated he would like to keep the previously appointed Mr. Howell on the board and add Dr. Stephens to the board. Mr. Binion noted he received information from Dr. Nelson to use during this process.

MR. Binion moved to public comments asking where there any comments from the public. None at this time.

Mr. Binion asked for a motion to enter executive session to discuss a real estate matter.

Call dropped by Mr. Pittman at 5:58PM.

Vote to enter executive session at 6:00PM

1st motion made by Mr. McMullen second by Mr. Howell. On aye: Dr. Nelson, Mrs. Edwards, Ms. Simmons, Mr. Howell, Mr. Schubert, Dr. Stephens, Mr. McMullen, and Mr. Binion.

Vote to return from executive session at 7:15PM

1st motion made by Mr. Howell, second by Mr. Schubert. On aye: Dr. Nelson, Ms. Simmons, Mr. Howell, Mr. Schubert, Dr. Stephens, Mr. McMullen, and Mr. Binion.

Mr. Binion asked for a motion to approve the lease for the Lawrence Building Suite H2

Vote to approve resolution 2603-05 for the lease for the Lawrence Building Suite H2. **R2603-05**

1st motion made by Mr. Howell, second by Mr. Schubert. On aye: Dr. Nelson, Ms. Simmons, Mr. Howell, Mr. Schubert, Dr. Stephens, Mr. McMullen, and Mr. Binion.

Mr. Binion asked for a motion to approve the revised contract for the GIFC CSHLRA, Kitchen contract.

Vote to approve the revised contract for the GIFC, Kitchen contract Resolution **R2603-06**

1st motion made by Mr. McMullen second by Dr. Nelson. On aye: Dr. Nelson, Ms. Simmons, Mr. Schubert, Dr. Stephens, Mr. McMullen, and Mr. Binion. Mr Howell voted nay.

Mr. Binion noted the GIFC auction dates were noted at the bottom of the executive session agenda.

Mr. Binion asked for a motion to approve the loan to GIFC from the CSHLRA account in the amount of \$40,000

Vote to approve Resolution 2603-02 for the loan to GIFC from the CSHLRA account in the amount of \$40,000. **R2603-02**

1st motion Mr. McMullen second by Mr. Schubert. On aye: Dr. Nelson, Ms. Simmons, Mr. Howell, Mr. Schubert, Dr. Stephens, Mr. McMullen, and Mr. Binion.

Mr. Howell inquired about the graffiti on the Powell Building.

Mr. McMullen responded that the DBHDD and the city are both aware but declined to react at the time of notification.

Dr. Nelson posed a question regarding a email received regarding a property owner.

Mr. Binion responded it is the property owner to secure their property.

Ms. Simmons noted she wanted to thank Mr. Binion for his hard work and dedication.

Vote for meeting to adjourn.

1st motion Dr. Nelson second by Mr. McMullen. On aye: Dr. Nelson, Ms. Simmons, Mr. Howell, Mr. Schubert, Dr. Stephens, Mr. McMullen, and Mr. Binion.

Meeting adjourned at 7:28PM

Robert Binion, Chairman
Central State Hospital Local Redevelopment Authority

_____ Aye _____ Nay _____ Abstained _____ Absent