

**ECONOMIC DEVELOPMENT CORPORATION
OF WAYNE COUNTY, INDIANA
Board Meeting Minutes
Monday, August 7, 2023**

BOARD MEMBERS PRESENT: Bolser, Cenova, Fennimore, Foster, Gaddis, Johnson, King, Robinson, Tanner, Turner, VanDerBurgt, Zaleski

BOARD MEMBERS VIRTUAL:

BOARD MEMBERS ABSENT:

STAFF PRESENT: Shaffer, Doty, Fisher, Lindsey, Mitchell

GUESTS PRESENT: Sowers, George – EDC Counsel
Emery, Millie – Western Wayne News
Older, Ron – City of Richmond
Saunders, Gary – Wayne County Council

1. CALL TO ORDER

Board Chair Sherrilyn Johnson called the meeting of the Board of Directors of the Economic Development Corporation of Wayne County, Indiana to order at 4:07 p.m. on August 7, 2023.

2. APPROVAL OF MINUTES

a. 2023 June Minutes

Johnson stated the minutes from the July 10, 2023, board meeting need to be approved. No corrections were noted.

Motion to approve July 10, 2023, minutes as presented by Zaleski, seconded by Turner.

Motion carried.

3. TREASURER'S REPORT

a. 2023 July Financial Reports

Jim Tanner reported the Economic Development Corporation is under budget MTD by \$857.26 and under budget YTD by \$41,115.32. He said the following items were over budget for the month: 1369 Disability Insurance and 3373 Programming and Consultation are over due to budgeting; 2211 Office Supplies are over by \$36.41; 2249 In-House Supplies are over by \$11.34; 3310 Vehicle Lease is over and will continue to be until the 2024 budget begins and he said this is due to getting a new vehicle. 3312 Legal Services are over by \$5,830 for work completed by George Sowers from January 2023 – June 29, 2023; 3362 Maintenance & Repair-Equipment is over due to paying 2 invoices in July; and 3392 Advertising and PR is over by \$6,995.02 due to paying several invoices to Irongate in July.

Shaffer also reminded the group that last month we showed an "extra" \$334,725 in our other income account due to the sale of land to Liberation Labs and stated we have now remitted these funds to the City of Richmond.

Motion to approve July financials as presented by Bolser, seconded by Robinson.

Motion carried.

4. CHAIR'S REPORT

Johnson stated the executive committee reviewed the Opti-Vise contract and said Shaffer will be discussing this in her report. She said we have had many discussions recently regarding EDIT Compliance and employee headcount has been an issue and is very challenging for employers. She also reminded the board members that due to the EDC having a site visit on Monday, October 2, we have rescheduled our board meeting for Wednesday, October 4, at 4:00 p.m.

5. EDC STAFF REPORTS

Fisher – Fisher stated she worked with Valerie and Theresa on our 2024 budget draft. She completed the quarter 3 COLI collection and submission and said our quarter 2 results should be in sometime this month. She reported Brady, Ware and Schoenfeld were here for a couple of days during the week of July 24, to complete our initial audit items. Brady, Ware said all is going well with the audit. She said she and Valerie met with VanVleet regarding our 2024 insurance renewal. VanVleet advised us to calculate for a 12–15% increase for insurance premiums for 2024.

Lindsey – Lindsey said she has been very busy with BRE meetings this month. She and Shaffer have attended 8 visits with various employers. She said employers are struggling in finding enough people to work. Her visits included the Department of Corrections in one meeting to work towards creating a new talent pipeline for manufacturers. She stated the Hancock Work Release program is working in Hancock County. Bolser said there will also be another expungement event in Richmond later this year.

Doty – Doty stated she and Valerie met with a small group we pulled together to discuss the continued need for a community calendar, which is identified as an area of need related to the expansion of the Home in Wayne brand. Shaffer asked the board to let us know of anyone that has a good community calendar that we can contact for additional information. Doty said it appears there has been a shift away from Twitter, now known as X, and it is under new ownership. LinkedIn seems to be picking up more engagement for business news. We will not be using X as much as we have in the past. We will focus on other platforms to communicate messages. We also continue to work on the Jobs EQ portal and getting the SOC codes entered and the FAQ items ironed out.

Mitchell – Mitchell said we have distributed an RFP to local contractors for the former Toschlog and Talbot properties. She continues to work with Gunty Atkins on the new ARC/GIS system. She and Shaffer have been working with IMPA on drone flights for advertising various areas in the Industrial Parks after the demolition of existing structures.

Shaffer – Shaffer said the groundbreaking of Liberation Labs has gotten the attention of Site Selection Magazine and they have reached out to her for an interview regarding Liberation Labs. The article should be out in September. She said the article will be a form of advertising for not only Liberation Labs but also for other areas in the Industrial Parks. She said we received the \$5,000 grant from the Ball Brothers Foundation for the ECI READI 2.0 Partnership Assistance program. The next READI 2.0 workshop is scheduled for August 15, from 6:00 p.m. – 7:30 p.m. in Muncie, IN where they will discuss common themes from the previous meetings. She reported on the MakeMyMove program and said we have 6 individuals who have moved to Richmond, two movers who have accepted our offers and we are awaiting their plans to move to Wayne County. We extended another offer yesterday. She attended the Cambridge City Town Council meeting for the Gateway Industrial Park update on the \$8.3M water tower and loop main project. She thanked Fisher and Lindsey for their work on the 2024 Budget. She will present the budget to the board after the county council's review and approval.

6. OTHER BUSINESS

Shaffer reviewed the Opti-Vise Service contract for 2024 with the board which is a 2% increase over last year's quote. The new monthly fee will be \$754.53 per month.

Motion to approve 2024 Opti-Vise contract renewal as presented by Tanner and seconded King.

Motion carried.

7. ADJOURNMENT

Johnson adjourned the meeting at 4:34 p.m.

NEXT BOARD MEETING – Monday, September 11, 2023, at 4:00 p.m.

Roll Call Vote Tracking: 08-07-23 EDC Board Meeting

Agenda Items			
Board Member	Approval of July Minutes	July Financials	2024 Opti-Vise Contract Renewal
Bolser	Y	1st	Y
Cenova	Y	Y	Y
Fennimore	Y	Y	Y
Foster	Y	Y	Y
Gaddis	Y	Y	Y
Johnson	Y	Y	Y
King	Y	Y	2nd
Robinson	Y	2nd	Y
Tanner	Y	Y	1st
Turner	2nd	Y	Y
Van Der Burgt	Y	Y	Y
Zaleski	1st	Y	Y

Key
1st - motion made
2nd - motion seconded
Y - yes vote
N - no vote
A - abstained
I - Ineligible to vote
Blank indicates absence