

**ECONOMIC DEVELOPMENT CORPORATION
OF WAYNE COUNTY, INDIANA
Board Meeting Minutes
Monday, October 7, 2013**

BOARD MEMBERS PRESENT: Ahaus, Barrett, Clark, Cohen, Elzemeyer, Green, Guiley, Hackman, Meredith, Upchurch, Warner, Witte

STAFF PRESENT: Shaffer, Doty, Geres

GUESTS PRESENT: Iwasaki, Nozomi – Earlham / EDC Intern
Lane, Jeff – Kicks 96
Oler, Ron – Richmond Common Council
Plasterer, Jeff – Wayne County Council
Ronald, Louise – Palladium-Item
Sowers, George – Attorney for EDC
Worl, Dan – IMPA

CALL TO ORDER

Board Chair Upchurch called the meeting of the Board of Directors of the Economic Development Corporation of Wayne County, Indiana to order at 4:02 p.m. on Monday, October 7, 2013, in McDaniel Hall room 1147 at Ivy Tech Community College in Richmond, Indiana.

APPROVAL OF MINUTES

Upchurch stated the minutes from the September 9th board meeting were on pages 2 - 3 of the board packet and allowed time for the board to review them. *Motion by Green, second by Cohen to approve the September 9th, 2013 minutes as presented. Motion carried.*

TREASURER'S REPORT

Elzemeyer reported the EDC was under budget \$11,740.77 for the month of September and \$152,267.37 YTD. He reported there is a list of items which are over budget YTD but would catch themselves up by the end of the year. He reported the rent item would need a transfer before the end of the year. Elzemeyer ran through the account summary as of August 31, 2013: Operating - \$203,400.00, Silver Eagle - \$77,032.76, Discretionary - \$57,975.10, Grant Administration - \$6,468.35, and Escrow - \$5,015.70. He reported page 9 showed a list of expenses compared to the monthly and YTD budget. He reported the credit of \$40,000 in contractual/professional services was part of the funds from the EDIT consolidated to pay for the strategic planning contract with Ady Voltege. He said if there is still money not paid out from that it would be encumbered into next year. Several items are showing under budget and the finance committee discussed that. He noted there is nothing out of the ordinary or an issue. *Motion by Meredith, second by Green to approve the September 2013 financial statement as presented. Motion carried.*

SILVER EAGLE ACCOUNT

Elzemeyer reported the silver eagle account was originally created to hold money in to earn interest, but now that interest rates are so low and our budget has decreased significantly, we no longer need this account. He reported the finance committee discussed this and has recommended to the full board the account be closed and the money transferred to the operating account. *Motion by Witte, second by Guiley to close the Wayne Bank Silver Eagle account and transfer the money to the operating account. Motion carried.*

EDC STAFF REPORT

Geres – Geres reported she'd worked on RFI's for Project Alpine and Project Delta 5, had gathered data for an IMPA sponsored data center study for Phase II of the MIP, and had worked with the intern, Nozomi Iwasaki, from Earlham.

Doty – Doty reported on National Manufacturing Day – that the day was created to highlight the importance of manufacturing and to increase the public's perception of manufacturing as a viable career. She reported on the collaboration with the Wayne County Area Chamber of Commerce to hold tours at Golden Engineering and Osborn International on National Manufacturing Day with EDC board members, the Chamber leadership group, and area technical students. She tweeted facts about manufacturing and about local businesses during the week leading up to National Manufacturing Day and had also worked with Porter Advertising on a billboard for Manufacturing Matters and to clear up an issue with the electricity/lighting on the billboard at the MIP. She also reported on attending video boot camp training to learn about planning and laying out a video.

Shaffer – Shaffer reported she'd spent 2.5 days at the Site Selectors Guild Conference hosted by IEDA. This event included 14 site selectors from the Site Selector's Guild presenting trends in the industry and available for 1 on 1 discussions. Because we sponsored the event, she was also invited to a special dinner with two consultants. She was able to promote our area and received one lead on a food processor looking to expand. She also reported she'd spend 3.5 days in Salt Lake City, Utah at the IAMC fall forum where she was able to continue to network with site selectors and had received two leads at this event. She reported on the Work Ready Community program. That we'd been selected into their pilot program and she'd be traveling to Atlanta, Georgia to train on this. She reported out of 16 counties selected into the program, 4 were from east central Indiana. The program will test emerging students and our current workforce on mathematics and reading and locating information. This will allow us to quantify the skills of our workforce as well as give students an idea of where their skills lie and what areas need work. Lastly, she reported on the progress with the strategic plan that we'd be receiving the phase I deliverables to review including the best practices summary, finalized asset maps, and SWOT analysis summary. We are in the process of defining economic development for the county and then how the EDC of Wayne County fits into that definition. We're working on a survey to send out to the broader public to include them on the discussion of, "What is economic development?"

COMMITTEE REPORTS

- A. Finance** – Elzemeyer reported the finance committee met on October 4th, reviewed the GL, discussed the 2014 budget, reviewed a proposal for a digital ad, and discussed closing the Silver Eagle account.
- B. Executive** – Upchurch reported the executive committee also met last Friday on October 4th and discussed EDIT applications, Manufacturing Matters, the nominating committee, and talked about meeting with the Wayne County Area Chamber of Commerce's executive committee.
- C. Marketing & Communications** – Guiley reported the marketing and communications committee met on September 25th at 4:04 p.m. and discussed an ongoing communications strategy in regards to the strategic plan to keep the public informed, reviewed the Site Selection ad that Valerie appeared in, received information on putting an ad in Plastics News, heard plans for National Manufacturing Day, and heard an idea from committee member John Meredith about having companies include a link to the EDC website in their emails. The meeting was adjourned at 4:41 p.m.

OTHER BUSINESS

A. EDIT Application #13-162

Shaffer reported on EDIT application #13-162 for Sugar Creek Packing. She stated late in 2012 the board approved a \$200,000 general purpose grant and \$65,000 training grant for a \$28.5 million investment and 77,000 sq ft expansion. Since then, they have increased their expansion 225,000 sq ft for a total of 300,000 sq ft when the project is complete and investment to \$95 million. Job creation plans have stayed at a projected

400 positions. The current award they are seeking is for a \$75,000 general purpose grant and \$75,000 training grant. This equates to \$1,137 per job which is line with past incentives. *Motion by Green, second by Hackman to approve EDIT application #13-162 for \$150,000 out of the consolidated EDIT fund. Motion carried.*

B. EDIT Application #13-163

Shaffer stated EDIT application #13-163 was pulled from the packet at the company's wishes to wait until the November board meeting.

C. EDIT Application #13-164

Shaffer reported on EDIT application #13-164 for Matthews International. The company currently operates out of three locations in Richmond, Indiana and one of the neighboring tenants at one location has executed their first right of refusal on the space Matthews leases. At risk was the loss of 44 jobs to their headquarters. With the help of the EDIT grant they are consolidating operations to keep their cremation operations in Richmond, Indiana. They will invest \$940,666.00 into this consolidation project with \$600,000 of that going towards training in LEAN manufacturing. *Motion by Hackman, second by Green to approve EDIT application #13-164 for \$75,000 out of the consolidated EDIT fund. Motion carried.*

D. Manufacturing Matters Funding

Shaffer reported she'd been working with the Wayne County Commissioner's and Wayne County Council to seek funding for Manufacturing Matters. They have appropriated \$26,000 for 2013 which will fund 10 Wayne County resident's training at \$2,600 per student. Any unused funds at the end of the year will be returned to the EDIT consolidated fund. *Motion by Ahaus, second by Hackman to accept the \$26,000 from the EDIT consolidated fund for Manufacturing Matters.*

E. Ramsey, Rodefeld, Kassens, and North Engagement Letter

Shaffer reported we had failed to bring forth the letter of engagement from Jennifer North of Ramsey, Rodefeld, Kassens, and North before the board for approval before she started and completed the audit and tax preparations. *Motion by Elzemeyer, second by Witte to ratify the agreement as presented. Motion carried.*

F. Nominating Committee

Shaffer explained to the board the ballot for the nominating committee was included in their board packet and to choose three directors whom are not currently board officers who will serve on the nominating committee with Board Chair Upchurch to select a slate of officers for next year. The board voted for Kevin Ahaus, Paul Witte and had tied for either Gary Hackman or Brett Guiley. After a second vote between Hackman and Guiley, it was Guiley that was chosen to serve on the nominating committee with Upchurch, Ahaus, and Witte.

ADJOURNMENT

Upchurch adjourned the meeting at 4:40 p.m.

**NEXT BOARD MEETING –Monday, November 4, 2013, at Ivy Tech Community College,
McDaniel Hall, Room 1147/1148 in Richmond, Indiana at 4:00 p.m.**