

**ECONOMIC DEVELOPMENT CORPORATION  
OF WAYNE COUNTY, INDIANA  
Board Meeting Minutes  
Monday, November 4, 2013**

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

**STAFF PRESENT:** Shaffer, Doty, Geres

**GUESTS PRESENT:** Burns, Denny – Wayne County Commissioner  
Coleman, Chris – Finance System, Inc.  
Culp, Katie – Cassidy Turley  
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  
Thurlow, Kim – Ivy Tech Community College

**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 4:04 p.m. on Monday, November 4, 2013, in McDaniel Hall room 1147 at Ivy Tech Community College in Richmond, Indiana.

**APPROVAL OF MINUTES**

Upchurch stated the minutes from the October 7th board meeting were on pages 2 - 4 of the board packet and allowed time for the board to review them. *Motion by Meredith, second by Green to approve the October 7th, 2013 minutes as presented. Motion carried.*

**TREASURER'S REPORT**

Elzemeyer reported on the October financials and pointed out page 10 of the board report showed a more accurate representation of our budget. While normal reporting would show us coming in under budget MTD & YTD, when you back out the contributions from the consolidated EDIT fund for the strategic plan and Manufacturing Matters that haven't been expensed, it actually shows us over budget MTD by \$3,873.72 and under budget YTD \$101,726.98. *Motion by Hackman, second by Witte to approve the October 2013 financial statement as presented. Motion carried.*

**2014 BUDGET DRAFT**

Elzemeyer reported on the draft of the 2014 budget included in the board packets, that we'd take the final numbers to the council workshop on November 20<sup>th</sup> and once council approves the budget it would come back to the EDC board for approval. He pointed out the new line item for Manufacturing Matters that we'd be requesting \$50,000 for 2014 and noted the amount requested for our operating budget is decreased \$7,000 from the \$450,000 budgeted for this year. Shaffer added to the update saying we're requesting \$30,000 in the contractual/professional line item up from \$22,500 to use for professional services related to projects such as utility, property and topographical surveys in place of the discretionary fund that was lost with this year's budget.

**EDC STAFF REPORT**

**Geres** – Geres reported on the Women in Economic Development conference she attended in Chicago, Illinois and the work she's done with the budget and fact book.

**Doty** – Doty reported on marketing projects including developing a dedicated webpage for each industry sector in our area, revising the Brightside website, and adding a news release page to the Manufacturing Matters website.

**Shaffer** –Shaffer reported the first Manufacturing Matters cohort started October 21 with 14 candidates that had now been pared down to 12 candidates due to attendance and medical reasons. She had met with the EGG Board of Directors and had requested seed money for Manufacturing Matters and funding for the RHS alumni network. Both requests were well received. She also reported on progress with the Work Ready Community initiative. Finally she reported on EDIT application 13-163 that had been pulled from last month’s meeting and would be delayed one more month and BRE 1302 Project Harmony that she’d know by next Tuesday how the project would move forward.

## **COMMITTEE REPORTS**

- A. Industrial Park** – Cohen reported the committee reviewed architectural plans for construction of the pre-treatment plant at the Sugar Creek Packing Co. facility allowing for the plant to be built outside of the original set-backs established for the park. After review, there was a motion by Witte, and a second by Hackman to approve the plans as presented. The committee also discussed expansion efforts at the WWRSD.
- B. Finance** – Elzemeyer reported the committee reviewed October financials and the draft budget for 2014.
- C. Executive** – Upchurch reported the committee discussed EDIT application #13-165, IAMC 2016 Sponsorship, GIS contract, strategic plan update, EGG update, and Project Harmony. Upchurch reported the survey to help define economic development was sent to the full board for approval, but was only completed by the core group. She informed everyone the survey would be sent out again and encouraged everyone’s participation.

## **OTHER BUSINESS**

### **A. IAMC 2016 Sponsorship**

Shaffer reported on the opportunity to sponsor the Industrial Asset Management Council (IAMC) forum in 2016 to be held in Indianapolis, Indiana. The IAMC forum sponsorship includes 25% off registration for two attendees, entrance for one unregistered guest to the welcome reception, seating with the IAMC Board of Directors, logo recognition on tables, banners, signage, name badges, and the opportunity to layout collateral at events. Shaffer stated original plans were to make 3 payments of \$3,333.33 over the next three years, but has decided to pay it in full this year from the marketing budget. Witte questioned if there was a discount for paying early and Shaffer stated there was not. *Motion by Green, second by Hackman to approve the IAMC sponsorship of \$10,000. Motion carried.*

### **B. EDIT Application #13-165**

Shaffer reported on EDIT application #13-165 for Finance System, Inc. The company plans to invest \$1,558,000 in real estate, building improvements, equipment, and training over the next year to move their current operations from 32 S 9<sup>th</sup> in Richmond to the former Ryan’s Steakhouse and increase employment by 43 new positions. The company is requesting a \$25,000 EDIT grant. Chris Coleman, VP of Finance System, spoke to the board and public about the history of the company and current expansion. *Motion by Witte, second by Guiley to approve EDIT application #13-165 for \$25,000 out of the consolidated EDIT fund. Motion carried.*

### **C. GIS Interlocal Agreement**

Shaffer reported on the GIS Interlocal Agreement - that the EDC is partners with the City of Richmond, Wayne County, and the Richmond Sanitary District to pull together funding for GIS services. Funding each year pays for aerial photography, technical upgrades, and memory upgrades in addition to salary for the GIS director. She reported Geres sits on the technical committee as an oversight on how the money is spent. The contract is for \$30,000 for 2014 services. *Motion by Ahaus, second by Hackman to approve the GIS Interlocal Agreement as presented. Motion carried.*

## **ADJOURNMENT**

Upchurch adjourned the meeting at 4:48 p.m.

**NEXT BOARD MEETING –Monday, December 2, 2013, at Ivy Tech Community College,  
McDaniel Hall, Room 1147/1148 in Richmond, Indiana at 4:00 p.m.**