

**ECONOMIC DEVELOPMENT CORPORATION
OF WAYNE COUNTY, INDIANA
Board Meeting Minutes
Monday, September 9, 2013**

BOARD MEMBERS PRESENT: Barrett, Clark, Cohen, Elzemeyer, Green, Guiley, Hackman, Robinson, Warner

BOARD MEMBERS ABSENT: Ahaus, Meredith, Witte

STAFF PRESENT: Shaffer, Doty, Geres

GUESTS PRESENT: Oler, Ron – Richmond Common Council
Ronald, Louise – Palladium-Item
Sowers, George – Attorney for EDC
Thurlow, Kim – Ivy Tech Community College

CALL TO ORDER

Board Chair Robinson called the meeting of the Board of Directors of the Economic Development Corporation of Wayne County, Indiana to order at 4:03 p.m. on Monday, September 9, 2013, in McDaniel Hall room 1147 at Ivy Tech Community College in Richmond, Indiana. She introduced and welcomed new member Johnnie Barrett to the board of directors. Johnnie will serve the remainder of Mark Smith's term who was appointed by the Centerville Town Council.

APPROVAL OF MINUTES

Robinson stated the minutes from the August 5th board meeting were on pages 2 - 4 of the board packet and allowed time for the board to review them. *Motion by Green, second by Clark to approve the August 5th, 2013 minutes as presented. Motion carried.*

TREASURER'S REPORT

Elzemeyer reported the EDC was under budget \$15,177.89 for the month of August and \$140,526.60 YTD. He mentioned this amount still includes \$46,666 from the Consolidated EDIT Fund to be paid for the strategic plan contract. He reported there were a few items that were over budget MTD but would be back in line shortly, and there were a few items YTD over budget, but none were alarming or out of the ordinary. Elzemeyer ran through the account summary as of August 31, 2013: Operating - \$229,468.81, Silver Eagle - \$77,023.26, Discretionary - \$57,967.95, Grant Administration - \$6,468.35, and Escrow - \$5,015.29. He also reported on the encumbered funds, that we'd be giving back the \$25,000 encumbered for Foote Consulting because Ady Voltedge is now doing that as part of the strategic planning contract. Hackman questioned the encumbered funds from 2010 and 2011 and Shaffer stated we were planning on using the encumbered funds for the Brightside campaign, but the other two amounts would possibly be returned depending on what happens with the data center. *Motion by Robinson, second by Cohen to approve the August 2013 financial statement as presented. Motion carried.*

EDC STAFF REPORT

Geres – Geres reported on the secret shopper program, hosted by IMPA, for all of the LEDO's in their service area that the EDC of Wayne County participated in. She and Doty had met with Brent Polina to hear feedback on the Project Overflow submission. Positive feedback included: organization and presentation of the material in a single PDF, fantastic maps, nice follow-up email, and great community information. Suggestions for improvement were to include an introduction letter listing what is included in the proposal and to move the real estate to the front of the proposal. She also reported they spoke about the demand for real estate and the need for spec buildings.

Doty – Doty reported the EDC was now on Twitter and encouraged everyone to follow us @EDCofWayneCo. She reported the Lt. Governor Sue Ellspermann was following us. The goal is to tweet once a week with hopes of

increasing that. She reported the transformation from Exact Target to MailChimp is complete and that you would notice a different format on the next news blast. She reported on the silver sponsorship for the IEDA Site Selector's Guild event which included registration to the event, a select dinner for Valerie to attend with site selectors, and our logo on all marketing materials. Lastly, she reported on the Manufacturing Matters workforce development initiative - a collaboration between the Wayne County Area Chamber of Commerce, WorkOne, Ivy Tech, and other area ED agencies. She reported she had developed the website and logo. The current focus of the campaign will be to find qualified candidates for the program, which begins October 21, 2103.

Shaffer –Shaffer reported on the sales trip to Cleveland that IMPA had organized with 5 other ED officials in their service region. There were 6 different meetings with 7 site selectors where each ED official gave a 5 minute overview of what their area has to offer and Susan gave an overview of the benefits of investing in the State of Indiana. She also reported on the strategic plan, that Ady has finished the initial phase of research from the 100+ community interviews and compiled the data into asset maps. She reported they were coming on 9-16 for a SWOT analysis, to discuss the definition of economic development and the EDC's role, and to discuss what other economic development organizations to use for the best practices analysis. Lastly she gave project updates: BRE 1309 – Project Shine reported back there was nothing we could have done to win the project, it ultimately came down to federal US taxes vs Mexico's; BRE 1302 is a \$1 million investment competing with 7 other plants but the company indicates they want to move forward with the Richmond expansion; BRE 1304 – Project Harmony is a customer service operation consolidation project at stake to lose 130 current jobs and an expected gain of 184 jobs, BRE 1307 is another consolidation project (with room at their out of state headquarters) at stake to lose 47 jobs, and BRE 1309 a financial management firm expecting to add 42 new jobs.

COMMITTEE REPORTS

- A. Finance** – Elzemeyer reported the finance committee met on August 22 and reviewed the August financials, reviewed the presentation of the audit, and discussed the sale of furniture.
- B. Executive** – Robinson reported the executive committee met on August 22 and discussed the Perpetual Recycling Solutions compliance report, the postage meter lease, board appointments, Project Harmony, RHS alumni network, Manufacturing Matters, Work Ready Community, Knowledge Town, and the Site Selectors Guild event. The meeting was adjourned at 5:15 pm.

OTHER BUSINESS

A. DM100 Lease Agreement

Shaffer and Geres reported on the lease agreement with Pinnacle Mailing Products for a new postage machine. The old postage machine had cost \$129.60 per month and the new machine will run \$55 per month. Geres stated they had originally considered using stamps, but after further consideration, decided an in house postage machine was the best option. *Motion by Guiley, second by Hackman to approve the lease agreement as presented. Motion carried.*

B. Final Draft 2012 Audit

Elzemeyer presented the final draft on the 2012 audit, reported there were no findings, and reported the accountant had compliments of the staff and how the books were maintained. *Motion by Green, second by Hackman to approve the 2012 Audit as presented. Motion approved.*

C. 990 Return – Tax Year 2012

Elzemeyer reported on the 990 return. *Motion by Cohen, second by Green to approve the 990 Return for tax year 2012 as presented. Motion approved.*

ADJOURNMENT

Robinson adjourned the meeting at 4:43 p.m.

**NEXT BOARD MEETING –Monday, October 7, 2013, at Ivy Tech Community College,
McDaniel Hall, Room 1147/1148 in Richmond, Indiana at 4:00 p.m.**