

**ECONOMIC DEVELOPMENT CORPORATION
OF WAYNE COUNTY, INDIANA
Board Meeting Minutes
Monday, March 7, 2011**

BOARD MEMBERS PRESENT: Ahaus, Clark, Cohen, Guiley, Holman, Jackson, Powell, Robinson, Semler, and Smith

BOARD MEMBERS ABSENT: Green and Hackman

STAFF PRESENT: Doty, Groth and Shaffer

STAFF ABSENT: Rogers

GUESTS PRESENT: Burns, Denny – Wayne County Commissioner
Cenova, Peggy – Hagerstown Town Council & SBDC
Jarrett, Nick – Hagerstown
Lane, Jeff – KICKS 96
Sheeley, Rachel – *Palladium-Item*
Sowers, George – EDC Counsel/Knoll, Kolger, Sowers, Metzger
Thurlow, Kim – Ivy Tech Community College
Warner, Bob – Hagerstown

CALL TO ORDER

Board Vice Chair Steve Holman called the meeting of the Board of Directors of the Economic Development Corporation of Wayne County, Indiana to order at 4:00 p.m. on Monday, March 7, 2011, at The meeting Place, Hagerstown, Indiana and thanked those attending.

APPROVAL OF MINUTES

Motion by Robinson, second by Smith to approve the minutes from the February 7, 2011 monthly Board of Directors meeting. **Motion carried.**

TREASURER'S REPORT

February Financial Statement

Jackson reported that the EDC is under budget \$21,469.21 for the month of February, 2011, and \$52,319.29 for the year. He further reported that the credits that appear in certain line items are the result of our allocation of the \$9,500.00 monthly income from the joint management contract with the Wayne County Area Chamber of Commerce. And further that the EDC was slightly over budget in the following line items for the following reasons: 1361 – Miscellaneous Personnel Service – this amount will be moved to Contractual/Professional Services line item; 3353 - Maintenance – Building – keys for EDC Offices for Chamber & Administrative Assistant (a portion to be reimbursed by the Chamber); Maintenance & Repair – Equipment – slightly over due to high number of color copies; 3368 – Outside Services – slightly over due to on-site shredding of obsolete EDC files; 3381 – Dues, Subscriptions & Fees – slightly over due to payment of dues for four EDC staff members; 4440 - Office Equipment - slightly over due to phone upgrade required for Chamber move-in and purchase of cell phones for Chamber staff which will be reimbursed by the Chamber; 4445 - Office Equipment – Computers - slightly over due to purchase of switch required for Chamber move-in which will be reimbursed by the Chamber. **Motion by Clark, second by Semler** to approve the February 2011 financial statement as presented. **Motion carried.**

EDC STAFF REPORT

Shaffer – In addition to her written report, Shaffer reported that regarding new attracting there were five new projects and four new inquiries. Project Canady Dry had been sent a incentive letter with six months to review and evaluate. She

had completed three Requests For Information and noted that activity seemed to be picking up. Regarding business retention, Shaffer reported that she is working with #1 Polymer Source and Manchester Industries, as well as Primex and Silgan. She discussed upcoming call trips for 2011 and reported that she and Doty had received scholarships to attend the Economic Development Institute in March.

Doty – In addition to her written report, Doty reported that she had been working with IronGate Creative and Robinson on the marketing projects and that Robinson will discuss the details later in the board meeting. She also discussed the tracking process being put into place at the EDC for companies that were given EDIT grants and that she would be monitoring that process. Doty further reported on the news releases that she would be handing out today regarding the two EDIT applications and the E-News Updates that she and Groth will be sending out.

Groth – In addition to her written report, Groth reported that she continues to train and work with the new Administrative Assistant for the EDC/Chamber.

COMMITTEE REPORTS

A. Finance – Jackson reported that the Finance Committee met on February 24, 2011, reviewed the general ledger for February 2011.

B. Marketing – Robinson reported that the Marketing Committee met on February 23, 2011, discussed call trips and conferences scheduled for 2011, and was updated on marketing projects in progress, including the PURL and GURL project as well as the QR Code and mobile application.

C. Executive – Hackman reported that the Executive Committee met on February 24, 2011, and discussed Primex Executive Summary 11-140 and Silgan Executive Summary 11-141 and that both were recommended for approval to the board, discussed prospect updates, and were updated on the marketing projects being developed, including the mobile application and the QR code.

OTHER BUSINESS

Primex – Executive Summary 11-140 – Shaffer reported on Primex Plastics Corporation’s EDIT Application 11-140 which had been recommended for approval by the Executive Committee. **Motion by Robinson, second by Jackson, to approve EDIT Application 11-140 as presented for \$60,000.00 out of Consolidated Funds for assistance with local expansion project. Motion carried.**

Silgan – Executive Summary 11-141 – Shaffer reported on Silgan’s EDIT Application 11-141 which had been recommended for approval by the Executive Committee. **Motion by Powell, second by Smith, to approve EDIT Application 11-141 as presented for \$16,128.00 out of Consolidated Funds for assistance with local expansion project. Motion carried.**

PRESIDENT’S REPORT

Rogers had the flu and could not attend the board meeting.

ADJOURNMENT

Holman thanked everyone for attending and the meeting was adjourned at 4:16 p.m.

**NEXT BOARD MEETING–4:00 p.m. on Monday, April 4, 2011,
at Quaker Hill Conference Center, 10 Quaker Hill Drive, Richmond, Indiana.**