

**ECONOMIC DEVELOPMENT CORPORATION
OF WAYNE COUNTY, INDIANA
Board Meeting Minutes
Monday, December 7, 2009**

BOARD MEMBERS PRESENT: Ahaus, Baumgartner, Chamness, Hackman, Holman, Jackson, Kem, Semler and Spears

BOARD MEMBERS ABSENT: Powell and Smith

STAFF PRESENT: Doty, Groth, Rogers & Shaffer

GUESTS PRESENT: Mike Bennett – *Palladium-Item*
Denny Burns – Wayne County Commissioner
Mike Gibbs – Ivy Tech Community College
Jeff Lane – KICKS 96
Brent Whitlock – WKBV/WFMG Radio
Diana Pappin – City Council/Ivy Tech Community College
Jeff Plasterer – Wayne County Council
Darrell Smith – *Connersville News Examiner*
George Sowers – EDC Counsel– Knoll, Kolger, Sowers, Metzger
Kim Thurlow – Ivy Tech Community College

CALL TO ORDER

Board Chairman Jeff Jackson 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, December 7, 2009, at Friends Fellowship Community Room in Richmond, Indiana, and thanked Friends Fellowship for their hospitality.

APPROVAL OF MINUTES

Motion by Spears, second by Veramallsyl to approve the minutes from the November 2, 2009, monthly Board of Directors meeting. Motion carried.

TREASURER'S REPORT

November Financial Statement

Hackman reported on the EDC's November financial statement . The EDC is under budget \$114,344.69 for the year and under budget \$15,791.98 for the month of November. The EDC is slightly over budget for the month in the following line items: Office Supplies, Travel Lodging and Meals, Communication, Maintenance & Repair, and Contingencies. The EDC is over budget for the year in the in the following line items and will be presenting transfers at the January Board meeting: Temporary Help for the part-time receptionist; Printed Office Supplies for new letterhead, fact book paper, covers dividers, and business cards; and Communication for increased cell phone packages and wireless equipment. Contractual/Professional Services is over-budget due to the Shovel Ready Certification process and we have now received one reimbursement and hope to have the balance of the reimbursements from the State by the end of 2009. **Motion by Chamness, second by Baumgartner to approve the October 2009 financial statement as presented. Motion carried.** Hackman further reported that Ramsey, Rodefeld, Kassens & North, LLP had completed the audit of the EDC for the year ended December 31, 2008 and would be finalizing the report showing no issues.

EDC STAFF REPORT

Shaffer – In addition to her written report, Shaffer reported on possible new projects, a second site selector visit where we have been eliminated but got good feedback, and reported that the new website had been launched.

Doty – In addition to her written report, Doty reported on the website project, the Milton project, closing out the DOT Foods grant, closing out Cambridge City's water utility planning grant and Milton's utility planning grant.

Groth – Groth reported on the Exact Target conference she attended and discussed the email blasts the EDC will be sending in 2010, asked everyone to respond to the wage and benefit survey, and reported that the EDC hopes to have the Cost of Living Survey results in the near future.

COMMITTEE REPORTS

A. Finance – Powell reported that the Finance Committee met on October 29, 2009 and reviewed the general ledger to date and reviewed the 2010 EDC budget.

B. Personnel – Semler reported that the Personnel Committee did not meet in October, but that the committee had reviewed the new position descriptions.

C. Marketing – Holman reported that the Marketing Committee did not meet in October. He congratulated the staff on the launch of the new website.

D. Industrial Park – Chamness reported that the Industrial Committee met on October 29, 2009 and discussed the Gateway Industrial Park directional signage; Rogers reported on recent meetings with Western Wayne Regional Sanitary District and Really Cool Foods; Shaffer reported on potential land options in the Gateway Industrial Park and that the committee had recommended that the Board accept the Beals-Moore contract with the deletion of items 5 and 6 for subdividing Phase II of Midwest Industrial Park.

E. Executive – Jackson reported that the Executive Committee met on October 29, 2009 and discussed the Dana Project Update; the 2010 EDC Budget; the Nominating Committee Report; the Western Wayne Regional Sanitary District Pre-Treatment Stand & Associates proposal; EDC position descriptions; EDC Board openings; the Manpower Contract for the temporary-part-time receptionist at the EDC; the First Merchants Trust 403(B) Board Resolution; the Beals-Moore & Associates Surveying Contract; the EDC Work Plan; the Wayne County Foundation Request; the Reid Hospital Request; the Town of Economy Request; and the Mayor's Community Economic Development Group.

EDIT GRANT EXECUTIVE SUMMARY, Reid Hospital, 09-127

Rogers reported on this EDIT application. **Motion by Ahaus, second by Hackman, Powell abstaining, to approve the EDIT Application as presented from Consolidated EDIT funds (\$14,000 training). Motion carried.**

EDIT GRANT EXECUTIVE SUMMARY, Town of Economy, 09-128

Rogers reported on this EDIT application. **Motion by Hackman, second by Powell, to approve the EDIT Application as presented (\$22,000 from Discretionary Funds and \$22,000.00 from Grant Administration Funds). Motion carried.**

EDC WORK Plan

Ahaus discussed the EDC Work Plan. **Motion by Ahaus, second by Spears, to approve the EDC Work Plan as presented. Motion carried.**

NOMINATING COMMITTEE REPORT

Holman, as Chair of the Nominating Committee, reported that the committee had met and a slate of officers will be presented at the December Board meeting for approval. The slate will be: Kevin Ahaus, Chair; Gary Hackman, Vice-Chair; Joe Chamness, Treasurer; and Steve Holman, Secretary.

2010 EDC BUDGET

Rogers reported that he had attended the Council workshop on October 21st and discussed the 6% reduction in the budget over last year and further that he would be attending County Council on December to discuss the budget and have it approved.

MANPOWER CONTRACT

Rogers reported on the Manpower contract for the temporary part-time receptionist. Sowers stated for the record that Manpower is a client and that he had reviewed the contract and it was a standard contract. **Motion by Ahaus, second by Powell, Hackman abstaining, to approve the Manpower Contract as presented. Motion carried.**

BEALS-MOORE & ASSOCIATES SURVEYING CONTRACT

Shaffer reported on the Beals-Moore & Associates contract for subdividing Phase II of the Midwest Industrial Park. **Motion by Baumgartner, second by Hackman, to approve the Beals-Moore & Associates contract with the deletion of items 5 and 6. Motion carried.**

STRAND & ASSOCIATES CONTRACT

Rogers reported on the Strand & Associates Contract to determine pre-treatment needs at Gateway Industrial Park. **Motion by Hackman, second by Powell, to approve the Strand & Associates contract as presented. Motion carried.**

EDC 403(B) PLAN RESTATEMENT RESOLUTION

Jackson reported on this standard Resolution needed by First Merchants Trust for the EDC's 403(B) plan. **Motion by Ahaus, second by Baumgartner, to approve the Resolution. Motion carried.**

OTHER BUSINESS

Rogers reported that he and Shaffer were continuing to do retention calls that he found very informative and reiterated that retention is key. He also reminded those in attendance that on November 10 he would be a panelist at the IU East Economic Forum and speaking on November 19 at the Earlham Economic Development Forum at which time he would be distributing our new marketing materials. He commented on the new marketing materials and stated that he was very proud of the work the staff had done on this project and that he appreciated their help. He further discussed the Community Economic Advisory Council the Mayor has put together.

ADJOURNMENT

Jackson thanked everyone for attending and the meeting was adjourned at 4:40 p.m.

NEXT BOARD MEETING—4:00 p.m. on Monday, December 7, 2009,

Friends Fellowship Community Room, Richmond, Indiana.