

**ECONOMIC DEVELOPMENT CORPORATION
OF WAYNE COUNTY, INDIANA
Board Meeting Minutes
Monday, December 2, 2013**

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

BOARD MEMBERS ABSENT: Guiley

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 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, December 2, 2013, in McDaniel Hall room 1147 at Ivy Tech Community College in Richmond, Indiana.

APPROVAL OF MINUTES

Upchurch stated the minutes from the November 4th board meeting were on pages 2 - 3 of the board packet and allowed time for the board to review them. *Motion by Meredith, second by Green to approve the November 4th, 2013 minutes as presented. Motion carried.*

TREASURER'S REPORT

Elzemeyer reported on the November financials. He stated when you back out the Manufacturing Matters and Ady Voltedge contributions and the payment to Beals-Moore that the City of Richmond will reimburse, we are coming in \$4,048.15 under budget MTD and \$105,775.13 under budget YTD. He ran through the summary of items we were over budget in and reported on the following balances: Operating - \$220,861.31, Discretionary - \$57,989.88, Grant Administration Income - \$6,469.18, and Escrow - \$5,016.56. Hackman questioned the encumbered funds for the Data Center and Shaffer stated there have been talks of the regional group taking on that project and would like to see where that goes before returning the money. *Motion by Hackman, second by Green to approve the November 2013 financial statement as presented. Motion carried.*

2014 BUDGET DRAFT

Elzemeyer reported on the 2014 budget that there were a few changes made since it was presented at the last board meeting. He stated the budget was \$499,047 which includes \$50,000 for Manufacturing Matters and is \$1,040 below our 2013 operating budget. *Motion by Meredith, second by Green to adopt the 2014 budget as presented. Motion carried.*

EDC STAFF REPORT

Geres – Geres reported on adding the Nettle Creek Business Park to the website, working with Gunty to create an aerial image of the park, and adding the image to the sites and buildings database. She also reported on changing the IT services from using the county's department to hiring an outside IT service. She stated after reviewing three companies, she went with Michael Sweigart of ProCTSolutions due to his cost, communication, and responsiveness. Lastly she reported on next year's schedule of board meetings that we'd be visiting all four educational institutions in Richmond and the annual meeting will be held in March rather than May.

Doty – Doty reported she'd be taking on a larger role with the Work Ready Community initiative and that it will be a great tool for economic development as we'll be able to quantify the skills of our workforce. She also reported she was working with Irongate Creative on revising our business cards to include more contact information, increasing the text

size, and including a map of the area on the back to demonstrate our location in proximity to I-70, three major airports, and Indiana ports. She also noted Irongate Creative is working on the Plastics News ad and dedicated web page for the plastics industry. Lastly she reported she had worked on the social media policy that would be reviewed later on the agenda.

Shaffer –Shaffer reported there were 2 new attraction projects in November and one that resulted in a site visit. She reported Doty and herself made 4 BRE visits including: Envirotech Extrusion, CR England, Berry Plastics, and Terra Green. She also attended the EGG board meeting where she learned they accepted her funding request of \$26,000 for Manufacturing Matters and \$5,000 for the RHS alumni networking event. She reported on attending Ivy Tech’s manufacturing forum where they secured Johns Manville as another Manufacturing Matters partner. She also attended a sales trip with IMPA for 2.5 days to Atlanta, Georgia and Greenville, South Carolina where she met with 10 different companies. She reported on progress with the strategic plan and the community survey. Lastly she reported Project Harmony continues to move forward and we should know more by December 11th.

COMMITTEE REPORTS

- A. Finance** – Elzemeyer reported the committee reviewed November financials and discussed computer and software issues.

- B. Executive** – Cohen reported the committee approved payment for the Beals-Moore invoice, reviewed and recommend the final draft of the 2014 budget to the full board for approval, was presented the board meeting schedule and nominees for next year’s officers, heard a Project Harmony update, and reviewed and recommended the social media policy to the full board for approval.

OTHER BUSINESS

A. Proposed 2014 Slate of Officers

Upchurch reported the nominating committee met and recommended the following as officers for 2014: Chair – Jim Cohen, Vice Chair – Nancy Green, Treasurer – Lee Elzemeyer, and Secretary – Paul Witte. Upchurch opened up nominations from the floor. There were none. *Motion by Meredith, second by Ahaus to close the voting. Motion carried. Motion by Ahaus, second by Hackman to elect the slate of officers chosen by the nominating committee. Motion carried.*

B. Social Media Policy

Doty reported on the social media policy for the EDC. She stated she had used parts of other organizations policies and some online templates to form the policy for the EDC. She had worked with the marketing committee and once changes were made, sent it to EDC attorney Sowers for revisions, then back to the marketing committee for approval, then on to the executive committee who recommended it to the full board for approval. She stated the policy was designed to be flexible enough to add more social media tools moving forward, that currently it only covers Twitter and LinkedIn. She reviewed some of the more important details of the policy. *Motion by Green, second by Cohen to adopt the social media policy as presented. Motion carried.*

ADJOURNMENT

Upchurch adjourned the meeting at 4:33 p.m.

**NEXT BOARD MEETING –Monday, January 6, 2013, at Ivy Tech Community College,
McDaniel Hall, Room 1147/1148 in Richmond, Indiana at 4:00 p.m.**