



South Central Illinois Regional Planning Development Commission

120 Delmar Avenue / Suite A - Salem, Illinois 62881-2000

Phone: (618) 548-4234 Fax: (618) 548-4236 www.scirpdc.com

Serving the Illinois Counties of Clay, Effingham, Fayette, Jasper and Marion since 1972

**MINUTES – 45th ANNUAL BUSINESS MEETING
TUESDAY, OCTOBER 24, 2017
ELK’S LODGE #1016
EFFINGHAM, ILLINOIS**

Commissioners Present

David Johnson	Clay County
Herb Henson	Clay County
Phil Wiley	Clay County
Ernie Garbe	Effingham County
Norbert Soltwedel	Effingham County
David Campbell	Effingham County
Mike Brown	Effingham County
Sasha Althoff	Effingham County
Lloyd Stanley	Fayette County
Glenn Gurtner	Fayette County
Jeffrey Beckman	Fayette County
Pat Burtch	Jasper County
Jason Warfel	Jasper County
Angela Fehrenbacher	Jasper County
Ken Larimore	Jasper County
Mike Hall	Jasper County
Erwin Hahn	Marion County
Janie Grimes	Marion County
David Armbrust	Marion County

Guests Present: None

Staff Present: James Patrick, Executive Director
Jeanne Dunahee, Administrative Assistant

Chairman Soltwedel called the meeting to order at 6:30 p.m.

ROLL CALL *(Taken by signature sheet – see the list of attendees above)*

Nineteen voting Commissioners attended along with the Executive Director constituting a legal quorum. Patrick reported the Representative from The Equity, Bruce Vernon was rescheduled for the January 2018 meeting. He also recognized that entertainment would be provided during the meal by Jeff Murphy. Soltwedel asked if there was any further business. There being none, he moved on to the Recognition of Guests.

RECOGNITION OF GUESTS/HEARING OF THE PUBLIC - None present

APPROVAL OF MINUTES

September 26, 2017 Monthly Meeting

Soltwedel ask if there were any questions or comments concerning the Minutes of September 26, 2017. There being none, a motion was made by Henson to approve the Minutes with change made to the word mail changed to main, a second made by Campbell (*Approved*).

BILLS & COMMUNICATIONS

Upcoming Grant Deadlines and Submissions

Patrick reported that he, Mike and Luke have 12-grants they are working on, along with one Enterprise Zone and two loan closed for the month of October. Patrick reminded those present that the FEMA's Assistance to Fire Fighter Grants should be announced soon, but are normally due November to the end of December.

2018 Per Capita Contributions

Patrick reported that the 2018 Per Capita Contributions have been received from all but three entities; Effingham County, Village of Teutopolis and Village of Willow Hill.

RBI/CDI & Title IX RLF Semi-Annual Reports

Patrick noted that the RBI/CDI & Title IX RLF Semi-Annual Reports are being prepared by Jeanne and will be submitted by October 30, 2017.

TREASURER'S REPORT

September 16, 2017 – September 30, 2017 Commission Financial Report

Patrick noted there are two sets of financials to report on this month. He referred to page six, asking if there were any questions concerning checks written. There being none, moved on to page seven, reporting the activity on the Business Now Account, Checking Account, Accounts Receivables, and the EDA 301(b) Account. He then moved on to page eight, reporting the EDA Title IX RLF Account where Renaissance loan paid off in the amount of \$56,803.36 and the Title IX RLF Savings Account activities and the Title IX RLF Sequestered Account and the RBI/CDI Account. Patrick moved on to pages nine reporting the even though it looked as if the Year-to-Date Financial goal was met that it was not. Patrick that this was due to the early payoffs of two loans in September the Commissions goal was missed by approximately \$12,000. He reported the 2018 fiscal year was starting off strong with writing two to three economic development grants. The grant writing, planning and TIF and along with the year cash on hand is where the commission fell short in fiscal 2017. He noted that the Commission's expenditures were well under budget for the year. He moved on to page 10, to the Revenue Update on CD's, noting CD#1067695 will come due November 4th at the Peoples State Bank – Newton.

October 1, 2017 – October 15, 2017 Commission Financial Report

Patrick reported on page 11, check #31827 to State Farm pays for the non-ownership insurance for six months on Terri Finn's (HSTP Coordinator) vehicle covering the

Commission for liability should Terri's personal vehicle used for work would cause property or personal damage during work hours. He reported that checks written from October 1st through October 15th totaled \$25,830.94. He asked if there were any questions concerning checks written. There being none, moved on to page 12, reporting the activity on the Business Now Account, Checking Account, Accounts Receivables, and the EDA 301(b) Account. He then moved on to page 13, reporting the EDA Title IX RLF Account, the Title IX RLF Savings Account activities and the Title IX RLF Sequestered Account and the RBI/CDI Account. Patrick moved on to pages 14-17 reporting the Year-to-Date Financial Statement, Revenue Update on CD's, the Loan Portfolio Report and the breakdown on Sleep Stores, Inc. After some discussion, Soltwedel ask if there were any questions, there being none, a motion was entertained by Garbe to accept the Treasurers Report as presented and seconded by Beckman (*Approved*).

STAFF REPORTS

September 16, 2017 – October 15, 2017

Patrick reported that Jeanne was on vacation when board packets were compiled and mailed, therefore computer illiteracy hampered reporting full packet materials. He noted that two loan closings, 12-grants, an enterprise zone and other planning efforts are taking place with himself, Mike, Luke and Jeanne.

COMMITTEE REPORT

Executive Committee – 3yr. Employment Agreement for the Executive Director

Patrick reported that the Executive Committee members noted that a meeting was not necessary for renewal of a 3yr. Employment Agreement. Soltwedel asked if there were any comments concerning the agreement. He stated that most everyone present feels Patrick has done a great job and the committee approved the agreement as presented. There being no questions or comments, a motion was made by Henson to approve the agreement as present and seconded by Larimore (*Approved*).

OLD BUSINESS

45th Annual Dinner Meeting Arrangements/Invitation

Patrick mentioned on page 27 was the invitation to the 45th Annual Dinner Meeting which will transpire after the evening's meeting.

NEW BUSINESS

List of 2017/2018 Committee Positions

Patrick noted the list of 2017/2018 committee positions are reported on page 28. The blank in the Clay County position will be a replacement for Sulsberger which is in the works. Jeff Beckman commented that he has retired and the office phone number may be removed from the list. Patrick asked if there were any further comments. There being none, moved on to adjournment.

ADJOURNMENT

A motion was made by Henson and seconded by Johnson, to adjourn the Commission's monthly business meeting held on October 24, 2017 (*Approved*). The meeting was

adjourned at 6:54 p.m.

APPROVED THIS, THE 28th DAY OF NOVEMBER, 2017 A.D.

Herb Henson, Corporate Secretary
SCIRPDC

Norbert Soltwedel, Chairman
SCIRPDC