

ELKHART URBAN



ENTERPRISE ZONE

MANAGED BY ELKHART URBAN ENTERPRISE ASSOCIATION

Elkhart Urban Enterprise Association Board Meeting
City Hall Annex Building (201 South Second) Conference Room
Tuesday, January 16, 2024 @ 3:00 pm

THIS MEETING WILL BE HELD IN PERSON AND ELECTRONICALLY

To join, go to

<https://coei.webex.com/coei/j.php?MTID=md67e93f5d3cab365043f914a2cf3c022>

Enter 2313 705 3991 as the event number and "EUEA" as the password

To join by phone, call 1-415-655-0001 Access Code 23137053991##

AGENDA

- Call to Order
- Approval of November 20, 2023 Regular Meeting Minutes and December 18, 2023 Regular Meeting Minutes.
- New Business
- Financial Report
 - a) INOVA account balance as of 12/31/2023 (\$246,391.27)
- Other Business
 - a) Update on Inova fraudulent check
- Old Business
 - a) Future of EUEA updates
 - Select committee for reorganization
 - Handout for next steps
- Adjournment

MINUTES

November 20, 2023 3:00 pm - City Annex Building Conference Room

Present: Arvis Dawson, James Gardner, Therese Geise, Bill Lavery, Kristen Smole, Jeff Whisler, Sherry Weber (Recording Secretary), Dwight Fish Ambrose Kamy and Drew Wynes

This meeting was held in-person and via Webex. Mr. Garner called the meeting to order at 3:01 p.m.

Approval of Minutes:

Mr. Gardner asked for a motion to approve the Regular Meeting Minutes for October 16, 2023. Moved by Mr. Lavery. Seconded by Ms. Smole. Voice vote, all in favor. Motion approved.

New Business

a) Next steps for future of EUEA

- Kristen Smole, Drew Wynes and the Board discussed what other EUEAs in the area are doing moving forward, where they are transferring their funds to and what different types of causes they are contributing to moving forward. Mr. Gardner asked for a motion to engage in conversations with Gary Boyn regarding a quote for a contract for legal work to transition the EUEA to a 501C3 and to engage in conversations with Jane Kupersmith for a consultant quote to get further momentum moving in this direction, Moved by Ms. Smole. Seconded by Mr. Dawson. Voice vote, all in favor. Motion approved.

b) Internal Controls

- Kristen Smole gave an overview and update on the fraudulent transactions that occurred in our EUEA checking account. The Board discussed different banking and bank account options moving forward.

c) Lee Holdings LLC Emergency Grant Application

- Last month Lee Holdings submitted an application for funds. The Board requested additional information regarding structural improvement plans, which Drew provided to the Board at this meeting. The Board decided to wait on approving this application until there is a decision on how the EUEA will move forward (revolving fund, emergency grant fund, Building preservation fund). Kristen Smole will communicate back to Lee Holdings, LLC

Financials:

- Members were given a copy on the 10/31/2023 INOVA Bank Statement (\$202,421.44).

**Other Business:**

The Board discussed Kruggel Lawton invoice #370839 in the sum of \$1,850.00 for 2022 EUEA tax preparation. Mr. Gardner asked for a motion to approve the Kruggel Lawton invoice. Moved by Mr. Lavery. Seconded by Mr. Dawson. Voice vote with all in favor. Motion approved. There will get a cashier check from the bank to pay this invoice.

Old Business

Drew Wynes let the Board know the Indiana Association of Enterprise Zones matched 1% fee for EZBR earning was refunded to the City. There may be another refund issued in 2024.

Adjournment:

Mr. Dawson made a motion to adjourn the meeting. Seconded by Mrs. Smole. Voice vote, all in favor. Meeting adjourned at 4:10 p.m.

Next Meeting:

Next Board meeting will be held at the regularly scheduled time (3rd Monday of the month) on 12/18/2023 at 3:00 p.m. in the Annex Conference Room.

Signature: Jim Gardner, President

MINUTES

December 18, 2023 3:00 pm - City Annex Building Conference Room

Present: Arvis Dawson, James Gardner, Therese Geise, Bill Lavery, Kristen Smole, Jeff Whisler, Sherry Weber (Recording Secretary), Drew Wynes, Ambrose Kamy, Mike Huber, and Mary Kaczka

Present via Webex: Rose Riviera and Dan Beecher

This meeting was held in-person and via Webex. Mr. Garner called the meeting to order at 3:00 p.m.

New Business

Mr. Dawson stated the new Tolson Center is up and running. He asked members to visit the Tolson Center venue programs and in particular the art room. Mr. Dawson suggested we revisit the Tolson Center request for funds and consider hearing more about their program. Kristen Smole suggested this is something to think about, especially in terms of how this Board plans to move forward.

Financials:

Members were given a copy of the 11/30/2023 INOVA Bank Statement (\$244,902.31). The Board discussed different account options available to safeguard EUEA funds.

Other Business:

Kristen Smole gave an update on the progress of retrieving funds fraudulently taken from the EUEA account.

Old Business

The Board discussed options for the future of the EUEA. Kristen Smole handed out a summary of what has been discussed regarding the EUEA moving forward. The Board discussed phases, time lines, scope of the organization, looking at the mission statement, creating a business plan. This will come back to the January meeting for continued discussion.

Adjournment:

Mr. Dawson made a motion to adjourn meeting. Seconded by Mrs. Smole. Voice vote, all in favor. Meeting adjourned at 4:00 p.m.

Next Meeting:

Next Board meeting will be held on Tuesday, January 16, 2023 at 3:00 p.m. in the Annex Conference Room. Monday 1-15-23 is a holiday for the City of Elkhart.

Signature: Jim Gardner, President