

Northeast Indiana Regional Development Authority (RDA)
Meeting Minutes
3/15/16

The meeting was held at 2:00PM in the offices of the Northeast Indiana Regional Partnership at 200 East Main Street, Suite 910.

Attendance

Brad Bishop, Andrew Briggs, Gene Donaghy, Bob Marshall, Jeff Turner

Guests

Andy Boxberger, Ellen Cutter, Amy Hesting, Domini Martin, John Sampson, John Stafford,

Call to Order and Introductions

Jeff Turner

Jeff Turner welcomed everyone to the meeting of the Northeast Indiana RDA Development Board.

Approval of Minutes

Jeff Turner

Jeff Turner asked for a motion to approve the minutes from the January 2016 meeting. **Gene Donaghy motioned, Andrew Briggs seconded and the February 2016 minutes were unanimously approved.**

Road to One Million plan review

John Sampson, John Stafford & Ellen Cutter

The board went through the RTOM plan to ensure all board members understood the history of how the plan came together and to highlight key pieces to consider as projects start to be submitted.

Draft project application process & timeline

Andy Boxberger

The RDA board was expecting a response to Andy's and the other two RDA attorneys grant agreement modifications from the IEDC by this board meeting but we do not have a response yet.

Other Business

Jeff Turner

The Northeast Indiana Regional Partnership has posted the Director of the Road To One Million position description. The goal is to have a person in place within 30 days. An executive session may be called if necessary to discuss hiring.

Andrew Briggs filled out the Directors & Officers insurance policy application and submitted it to the Insurance Council. He has not yet received a response and will report out at the next board meeting.

The second Informational Session for the Road to One Million project leaders is scheduled for March 16 at 2:00PM at Indiana Tech. Our goal is to color-code (green-yellow-red) project readiness based on survey results. If a survey is not submitted to NEIRP, we will assume the status is red.

NEIRP is in the process of drafting an initial budget for the RDA including sources of funding. NEIRP currently has two outstanding grant requests totaling \$80,000 to fund start-up costs for the RDA.

The IEDC has requested a 2015 audit using an outside auditing firm. The State Board of Accounts is not considered an outside firm. Andy Boxberger will request an extension from IEDC to determine how to proceed because the NEI RDA board did not have or spend any money in 2015.

State legislation requires submission of an RDA Annual Report to the IEDC, the State Budget Committee, the State Legislative Council, and to the executive of each member government of the RDA by April 1st of the subsequent year. John Stafford reviewed a draft report with the Board. **On a motion by Bob Marshall and a second by Gene Donaghy, the Board unanimously approved the report.** The Partnership staff will file submit the report with appropriate organizations.

The board discussed the Conflict of Interest policy. The policy must be filed with the State Board of Accounts and the Clerk of the Court. Each director will sign the Conflict of Interest policy annually. Andy Boxberger recommended adopting the policy. Jeff Turner asked for a motion to approve the Conflict of Interest Policy. **Andrew Briggs motioned, Gene Donaghy seconded and the Conflict of Interest Policy was unanimously approved.** Each director signed the policy.

Star Financial Bank was chosen to house the NEI RDA bank account. It currently holds \$10,000 from the Cole Foundation and \$20,000 from Old National Bank to begin RDA activities.

Adjournment

Jeff Turner

With no further business to discuss, Jeff Turner asked for a motion to adjourn the meeting. **Bob Marshall motioned, Brad Bishop seconded and the motion was unanimously approved.**

Submitted: Gene Donaghy, Secretary
