

Michigan City Community Enrichment Corporation
Mayor's Conference Room, City Hall
Regular Meeting February 13, 2019

Call to Order: The meeting was called to order by President Ron Miller at 5:01 p.m.

Roll Call: Present — President Ron Miller, Secretary/Treasurer Steve Janus, Bret Cox, Jo Ann Engquist, Jack Van Etten and Sue Webster. Absent were Vice President George Kazmierczak, Chris Carter and David McCray. Also in attendance was Board Attorney Mary Lake. A quorum was reached.

Approval of Minutes: Board Member Jo Ann Engquist moved to accept the January 9th Board Meeting Minutes as read, seconded by Brett Cox. All in favor. Motion passes.

Financial Statement: Treasurer Steve Janus presented the Harbour Trust January Statement of Account. Beginning balance was \$297,855.76. Disbursements included \$260.00 for Administrative Assistant Susan Webster and a disbursement was made to Rowley & Company LLP for \$2,375.00. The Administrative Expenses for Harbour Trust for the month of January was \$62.05. Investment Expenses totaled \$324.16, Investment Change was \$42.93 for an ending balance of \$295,500.80. Motion to accept the Financial Statement was made by Jack Van Etten and seconded by Jo Ann Engquist. All in favor. Accepted as presented. A check was received from Blue Chip Casino for \$376,764.00 and deposited and will appear on the February Harbour Trust Statement.

Claims: Four Invoices were presented for payment to Susan Webster. Administrative Assistant Susan Webster for \$370.00, receipts for \$57.45 to the USPS for stamps for the Grant Contract packets and letters, a WalMart receipt for \$45.98 for ink cartridges and a receipt for \$24.42 for mailing envelopes and labels for the grant contracts. Steve Janus moved to accept and pay, seconded by Jack Van Etten. All in favor, motion carries.

Attorney Update: The Board and Attorney Lake discussed the IRS Statement received in January 2019 and Attorney Lake offered to contact the IRS on the Board's behalf. Sue Webster could not upload the Deliberation Chart for the January 2019 Board Minutes so Mary scanned them in for posting with the Clerk's Office and Catalyst Marketing. Mary was waiting on clarifications on some items and will submit the Business Entity Report. Mary and Sue met at her office on

February 7th to review the Grant Contracts and they will be mailed after the February Meeting. The LDA report will need to be submitted by March 1st. Sue Webster will prepare the report and have it ready for Mary to review by February 22nd so Mary can review and submit it.

New Business: A request was received from The Salvation Army regarding their Gift of Warmth Grant. The grant was applied for so the Salvation Army could provide aid to those who qualify for the NIPSCO Utility Assistance. Their request was that their clients be allowed to submit water bills and assistance with their propane needs. Since the grant award is for assistance to each family one time per year the Board discussed that we would need the addresses for the families to know that they had not already received NIPSCO assistance. Motion was made by Jack Van Etten to allow the propane and water utility assistance be provided to their clients with the stipulation that they have not already received NIPSCO assistance. Seconded by Steve Janus. Voting aye was Jack Van Etten, Steve Janus, Ron Miller, Bret Cox and Jo Ann Engquist. Voting nay, Sue Webster. Motion passes. An email will be sent to the Salvation Army by Administrative Assistant Sue Webster with our decision to allow the request.

Old Business: Sue Webster motioned that if we could award any further grants this year could the Michigan City Chamber Music Festival be awarded \$3,000.00 for their Programs for Children Grant. Seconded by Jo Ann Engquist. The Board discussed the application and that we could award this grant since we had awarded grants totaling \$630,610.00 so far and that their organization provides good programs for the youth of Michigan City. All in favor, motion passes. A grant and other documents will be prepared and mailed to the organization. All grant contract packages will be mailed on February 15th along with the letters to the organizations that were not receiving grants from us this year.

No Quarterly Reports were discussed. The deadline for submitting the final Quarterly Reports for the grant cycle is March 31st. A review of the Quarterly Reports will be made at the March 13th meeting.

At the January Board Meeting Board Member George Kazmierczak had requested that the Board Members expiration dates posted on the emichigancity.com Board page be reviewed for any incorrect dates. Since Ron Miller is leaving and a new Board Appointment will be made, we will discuss this in March and make sure if anyone feels their information is incorrect, we will request a review from the City Clerk regarding their appointment.

The 2019 Banquet will be on Wednesday, March 27th at 5:30 pm at the Blue Chip Stardust Event Center. The RSVP's for the organizations receiving grants is March 8th. Also invited will be the City Council members, the Mayor and his wife and the City Clerk and two employees.

The election of officers will be held at the beginning of the April 10th Board Meeting.

Board Comments: Ron Miller announced that he will attend the next City Council Meeting and ask for anyone from the public to fill out the required City Council Board appointment form to be considered by the Council for his replacement.

Next Board Meeting: Wednesday, March 13th, 2019 at 5:00 pm.

Adjournment: Motion made by Steve Janus to adjourn meeting at 5:57 p.m. Seconded by Jo Ann Engquist, all in favor.