

Michigan City Community Enrichment Corporation
Blue Chip Board Room
Regular Meeting January 9th, 2020

Call to Order: The meeting was called to order by President George Kazmierczak at 4:35 p.m.

Roll Call: Present — President George Kazmierczak, Vice President Jack Van Etten, Secretary/Treasurer Steve Janus, Bret Cox, Connie Anderson, Chris Carter, Rudy Kohn, Esther Guncheon and Sue Webster. Also in attendance was Board Attorney Mary Lake. A quorum was reached.

Approval of Minutes: A correction was made by Susan Webster. Under New Business in the December 12th Meeting minutes the Board Member who made the motion was Bret Cox and the second was made by Connie Anderson. Steve Janus moved to approve the December 12th Minutes as corrected, seconded by Rudy Kohn. All in favor. Approved as corrected.

Financial Statement: The December 2019 Harbour Trust Statement has not been received as of this date. Treasurer Steve Janus will present it at the February 2020 Meeting.

Claims: President George Kazmierczak presented two claims for payment. The Invoice for Administrative Assistant Susan Webster for \$260.00, Steve Janus moved to pay, seconded by Connie Anderson and Esther Guncheon. Susan Webster abstained. All in favor, Motion passes. A Claim for Office Supplies, an ink cartridge, envelopes and copy paper totaling \$75.56 for the grant contracts preparation and mailing. Motion by Jack Van Etten to pay, seconded by Bret Cox, Susan Webster abstained, all in favor, Motion passes.

Attorney Update: Attorney had nothing new this past month that she needed to perform legal work for.

Old Business: Board President Kazmierczak confirmed that the Mayor's Conference Room is reserved for our Board Meetings for the remainder of the year. The meetings will be held the 2nd Wednesday of the month at 5:00 pm unless changed for a specific reason.

Bret Cox confirmed with the Board the date of March 25th the Suncoast Room for the 2020 Awards Banquet is reserved.

Five organizations submitted their December Quarterly Reports with errors that needed corrections. They were unlocked for the organization to correct the errors. All but one, Arise and Shine, has been resubmitted. The Board reviewed some issues with Quarterly Reports and discussed how they can be improved. Three organizations had not submitted their Quarterly Report as of this date. Stepping Stone has a new Director and that may be the reason. Family Advocates is rarely late so this may be due to the holidays, Reins of Life has had computer difficulties and this might be the reason for both of their grant awards not being filed yet. The Board discussed and requested they be informed their reports need to be filed on time or if they receive a grant award this year they will not receive the check until their reports are in order.

New Business: The total for the Grant Applications for this grant cycle is \$1,335,433.00. The Board discussed the importance of their comments as they read and ranked the applications. The comments are anonymous. Questions discussed included the importance of the Quarterly Reports and the required documents. The Board then began their grant applications discussion for the awarding of the grants. The discussion was not completed and will be continued at the February Board Meeting.

Board Comments: None

Next Board Meeting: Wednesday, February 12th, 2020 at 5:00 pm in the Mayor's Conference Room.

Adjournment: Motion made by Jack Van Etten to adjourn meeting at 8:00 pm, seconded by Chris Carter, all in favor. So adjourned.

Submitted by Susan Webster

