

Michigan City Community Enrichment Corporation
Zoom Meeting
Regular Meeting February 10th, 2021

Call to Order: The meeting was called to order by President George Kazmierczak at 5:03 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, Pete Xidias and Sue Webster. Also in attendance was Board Attorney Mary Lake. A quorum was reached.

Approval of Minutes: Motion made by Pete Xidias to approve the minutes, seconded by Rudy Kohn. All in favor. Approved.

Financial Statement: Secretary/Treasurer Steve Janus presented the Harbour Trust January 2021 Financial Statement. Beginning balance was \$104,673.56. Disbursements included \$270.00 for the Administrative Services for Susan Webster and \$46.81 for Office Supplies. \$40.00 for Mary Lake, Lake Law Office for Attorney Fees. The original payment from December 9th, 2020 billing was \$1,840.00 however only \$1,800.00 was sent to her. Administrative Expenses were \$21.81. Total Investment Income was 93 cents. Investment change was \$0.00. Ending balance for December 2020 was \$104,267.95. Jack Van Etten moved to approve the January statement as presented. Seconded by Connie Anderson. All in favor.

Claims: President George Kazmierczak presented two claims for payment. The Invoice for Administrative Assistant Susan Webster for \$380.00. Bret Cox moved to pay, seconded by Connie Anderson. Susan Webster abstained. All others in favor, Motion passes. A Claim for Office Supplies, labels for grant contract mailings and copy paper totaling \$11.21. Motion by Jack Van Etten to pay, seconded by Rudy Kohn, Susan Webster abstained, all others in favor, Motion passes.

Attorney Update: Attorney Mary Lake will submit the LDA Report after Sue Webster completes the information and the Attorney reviews and corrects any errors and then submits the report to Gateway.

Attorney Lake and the Board discussed the IRS Determination Letters or Affirmation Letters that are submitted in the Grant Application process. It is stated on the application that they must be for the current year however very few applicants include the current year Determination Letter. An Affidavit Certifying Tax Exempt Status is included with the Grant Contracts mailed to grant recipients which must be notarized to insure their 501(c)(3) status is current.

Old Business: Board President Kazmierczak announced that any discussion regarding bids for our accounting needs will be discussed at a later Board Meeting. Questions regarding our 2019 tax filing will need to be addressed under New Business.

The Grant Awards Discussion was continued from our January Board Meeting. Bret Cox made a motion to increase the Grant Award for Dunebrook which had been set at \$10,000.00 at the January Board Meeting be increased to \$20,000.00, the amount they had requested. Seconded by Connie Anderson. All in favor. Motion passes. Dunebrook will receive \$20,000.00 total. Pete Xidias requested that the Safe Harbor Grant for the program Building Robots to Build Careers receive a grant for \$3,500.00. At the January Meeting they did not receive a grant award for this program. Seconded by Jack Van Etten. All in favor. Motion passes. Sue Webster made a motion to increase the grant award for the Interfaith Community PADS, Inc. "Year Round Emergency Shelter for Men and Women" from \$30,000.00 received at the January Board Meeting to \$40,000.00 for their total grant award. Bret Cox seconded. All in favor. Steve Janus stated at this point we have awarded \$639,206.00 and at this point we should cut off funding for this year's grant cycle. The Board members agreed.

The Safe Harbor Grant Award for the current grant cycle "Learning by Leading: Peer to Peer Student Mentorship Scholarship" received an extra \$2,025.00 for Emergency Pandemic COVID 19 programs in addition to the original grant award for this program which was \$2,000.00. The Quarterly Report for this spending was submitted on February 10th, 2021. They spent the COVID 19 Emergency Grant on face shields made using 3-D printers. They distributed 1,018 face shields they made to 16 entities. Of the 1,018 face shields distributed, 435 were distributed outside of the MCAS district. The Board discussed this and felt it was ok to use these funds in this way. Pete Xidias moved to approve the Quarterly Report as submitted. Seconded by Jack Van Etten. Sue Webster voted nay, all others voted aye. Motion to approve passes.

Safe Harbor also requested a modification in the program for funding of the original \$2,000.00 grant award for the program "Learning by Leading: Peer to Peer Student Mentorship Scholarship Program". The original program, which would have been a Robotics Program within the Michigan City Area Schools, could not be presented due to COVID 19. They are requesting the \$2,000.00 be used instead on a STEM program of kits to build Sumo-Bots and have student competitions within the school system. A Motion was made by Jack Van Etten, seconded by Bret Cox to allow Safe Harbor to provide this program. All in favor, Motion passes.

The Board discussed Grant Applications with outstanding balances on their current grants. Susan Webster will provide an updated report at the March Board Meeting of any outstanding grant awards. The organizations have until March 31st to spend their grant awards for this current grant cycle.

New Business: A check was received from the Blue Chip Casino in the amount of \$567,417.00 and deposited into our account at Harbour Trust to pay for the grant awards that will be mailed out in late March.

We have received correspondence from the IRS regarding our 2019 Tax Form. They were submitted late and have a penalty due. Secretary/Treasurer Steve Janus will contact Rowley & Company and discuss our status with the IRS filings.

Three Board Members terms will expire March 31st. They will decide if they want to stay on the MCCEC Board for another term and let either the City Council or the Mayor know of their intentions.

Board Comments: Sue stated everyone provided input into our grant discussion for grant awards and we did a good job choosing the organizations and amounts to be awarded. Mary Lake stated she is glad to be our Board Attorney. We all echoed what we say every month, that we continue to safe distance and wear masks.

Next Board Meeting: Wednesday, March 10th, 2020 at 5:00 pm by Zoom.

Adjournment: Motion made by Jack Van Etten to adjourn meeting at 6:30 pm, seconded by Connie Anderson, all in favor. So adjourned.

Submitted by Susan Webster