

Michigan City Community Enrichment Corporation
Blue Chip Casino & Spa
Regular Meeting, September 8th, 2021

Call to Order: The meeting was called to order by President George Kazmierczak at 5:03 p.m.

Roll Call: President George Kazmierczak, Vice President Chris Carter, Bret Cox, Connie Anderson, Pete Xidias, Kenny Fly, Candice Nelson and Sue Webster. Absent was Secretary/Treasurer Steve Janus. Also in attendance was Board Attorney Mary Lake. A quorum was reached.

Washington Park Zoo Director Jamie Huss and Michigan City Park Superintendent Ed Shinn were guests and presented a yearly wrap up of the Zoo's accomplishments. The Washington Park Zoo has been a point of pride for Michigan City for 93 years. Even during the Covid 19 Pandemic they were short staffed however they have continued to welcome visitors. 2020 they received 34,771 visitors and as of September 1, 2021 they have received 98,385 visitors this year. The admissions for this year have already totaled \$613,115.89. The Grant Award from last year and the current year has been used to complete several projects including painting, landscaping and exhibit enhancements. Half of the underutilized space in the American Alligator yard was used for the home of the new addition to the Zoo, a pair of Cabybarus, the world's largest rodents. This fall ac and furnace work needs to be completed. A water spigot and shallow pond were installed in the Tortoise Yard. In 2022 they hope to complete a new forced air heater so the Tortoises can remain in the same area year round. Other projects to be completed in 2022 will include an automatic watering tank for the Zebra habitat and also planting two shade trees, along with repairing and replacing metal handrails and repaired steps as needed in the Zoo. Deteriorating outside walls in the Aviary and Chicken Coop buildings were replaced. The majority of their MCCEC Grants are going towards the improvements for the Big Cats Exhibit. The Expansion is including an outside den area and nose to nose encounter through safety windows. This renovation will also give the Big Cats more room to run, romp and climb. It will also include a private area where they can be out of view of the public. The zoo staff always strives to improve visits to the zoo. The zoo has a wish list for items needed and a wish list on Amazon where the purchases can be sent directly to the Zoo. The Zoo has drawn the attention of one of Grand Prix Boat Racing Teams that come to Michigan City in early August and have donated \$40,000 the past four years to the Washington Park Zoo. Park Superintendent Ed Shinn spoke briefly and thanked us for our partnership with the Zoo and how much the \$100,000.00 we award to them annually means to their programs. He is very proud of our Washington Park Zoo. They were then presented with the check from the Board of Directors.

Approval of Minutes: Board Members discussed the August 11th, 2021 Meeting Minutes provided to them by email. Motion made by Bret Cox to approve the Minutes as presented, seconded by Connie Anderson. All in favor. Motion passes.

Financial Statement: Vice President Chris Carter presented the Harbour Trust August 2021 Financial Statement due to the absence of Secretary/Treasurer Steve Janus. Beginning balance was \$29,501.11. A deposit from Blue Chip Casino - Boyd Gaming Corporation in the amount of \$316,762.73 was made. Four disbursements were made. \$100,000.00 to the City of Michigan City for our annual grant for the Washington Park Zoo. A check to Lake Law Office in the amount of \$2,844.00 for legal services covering April - July 2021 \$180.00 for the Administrative Services for Susan Webster and a disbursement for \$150.00 to Somerset CPA's for the preparation of 1099 and 1096 tax forms for 2020. Administrative Expenses were \$10.00. Total Investment Income was thirty one cents. Investment change was \$0.00. Ending balance for August 2021 was \$243,080.15. Sue Webster moved to accept the statement as presented. Seconded by Connie Anderson. All in favor. Motion passes. Board President George Kazmierczak questioned that the check from Harbour Trust is made out to the City of Michigan City with no mention of the Washington Park Zoo. Susan Webster stated that when she prepares the LDA she lists the grant amount of \$100,000.00 goes to the Washington Park Zoo. President Kazmierczak delivered the \$150.00 check for the preparation of Tax Forms 1099 and 1096's for 2020 along with a letter written by Attorney Lake to the offices of Somerset CPA's in Michigan City.

Claims: President George Kazmierczak presented a claim for Administrative Assistant Susan Webster for \$150.00 for Administrative Services along with a receipt for an ink cartridge and copy paper in the amount of \$33.51. Chris Carter moved to pay, seconded by Candice Nelson. Sue Webster abstained. All others in favor, Motion passes.

Attorney Update: Attorney Lake prepared a letter for President Kazmierczak to deliver to Somerset CPA's regarding the payment of \$150.00 for the 2020 Tax Form preparations and also the Board still discussing the \$470.00 billed for the correspondence with the IRS regarding the late filing of Form 1019 Form 990, etc.

Old Business: The Board discussed the CPA applications for providing our Boards needs. We will discuss them in detail at our October 13th Board Meeting and make our decision as to which organization we will retain starting January 1, 2022 at our November meeting.

The Soul Steppers Drill Team, Inc. submitted their June Quarterly Report with a copy of their bank statement showing expenses that were paid with the grant funds circled on the statement. The Administrative Assistant emailed them that the receipts for the expenses totaling \$2,290.90 will need to be submitted in their report. As of this date they have not resubmitted the report with receipts.

The Stepping Stone Shelter for Women, Inc. submitted their June Quarterly Report today, August 11th. They received a grant for \$70,000. In this Quarter they spent \$17,271.30. Payroll accounted for \$17,239.12. We discussed that their Quarterly Reports Stepping Stone submits are consistently late. is consistently late in submitting their reports. This report needs to be reopened for some needed documents. The Administrative Assistant Susan Webster emailed director Nanda Danitschek about resubmitting the report for the corrections to be submitted

and also letting her know how concerned the Board is that since she has been the director the majority of the Quarterly Reports have not been submitted on time. Ms. Danitschek received the email and immediately called and emailed in response with concerns regarding how she will review the grant contract and review this matter with her staff and make sure the needed corrections are made in the future.

The next Quarterly Reports will be due September 30th so we will have an update for those reports at our October meeting.

New Business: The Board discussed that the new 2022-2023 Grant Cycle will begin on September 20th. The deadline for submitting the grants will be Tuesday, November 30th at 11:59 pm. CST. The Grant Writing Workshop is scheduled for Tuesday, September 28th with registration from 5:45 to 6:00 pm and the workshop from 6:00-7:00 pm. It will need to be held by Zoom hosted by the City of Michigan City. Susan Webster will email the information to past grant recipients and those that applied and did not receive a grant. Anyone who has emailed the Board thru out the year with questions about our grants will also receive an email. Press releases will be sent to the local radio stations and newspaper. The Board discussed sending out grant award checks for organizations based on them providing the information of the percentage or dollar amount for each quarter. The entire grant amount will only be provided in full to those applications that state the entire amount will be spent the first quarter. The other grant funds will be sent later in the grant cycle. The Catalyst Marketing needs any changes in the grant application in August but Susan Webster will contact them regarding updating the application at this date. If they can't she will work out where this can be inserted in the current application. The Board discussed putting a cap on the amount of funds any specific organization can receive and it was decided that the Board can already do that when we deliberate the grant awards in January.

Bret Cox announced that he will reserve a room for our next Board Meeting and we all appreciate his providing us with a place for our meetings.

Board Comments: Pete again thanked our Board for being a think tank Board. Everyone is looking forward to our new grant cycle and the upcoming deliberations.

Next Board Meeting: Wednesday, September 8th, 2021 at 5:00 pm. at the Blue Chip Casino.

Adjournment: Motion made to adjourn meeting at 7:05 pm. by Chris Carter, seconded by Kenny Fly. All in favor. So adjourned.

Submitted by Susan Webster.