

Michigan City Community Enrichment Corporation
Virtual Zoom Meeting
Regular Meeting October 14th, 2020

Call to Order: The meeting was called to order by President George Kazmierczak at 5:04 p.m.

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

Approval of Minutes: Motion was made by Steve Janus to accept the September 9th Minutes as presented; Jack Van Etten seconded. All in favor.

Financial Statement: Secretary/Treasurer Steve Janus presented the Harbour Trust September Financial Statement. Beginning balance was \$112,473.63. There were no deposits. A disbursement of \$220.00 for support services to Administrative Assistant Susan Webster and Administrative Expenses were \$23.43. Total Investment Income was \$4.91. Investment change was \$0.00. Ending balance for September 2020 was \$112,235.11. Sue Webster motioned to approve the August statement as presented. Seconded by Connie Anderson. All in favor. President Kazmierczak read a letter that was mailed to the MCCEC Board of Directors from Harbour Trust & Investments regarding the unexpected death of our Administrator, Mr. John Withers and will be attached to these minutes.

Claims: President George Kazmierczak presented two claims for payment. The Invoice for Administrative Assistant Susan Webster was for \$340.00. Motion made by Rudy Kohn to approve, seconded by Steve Janus. Sue Webster abstained. All in favor, Motion passes. Attorney Mary Lake presented her Invoice for \$ 2,860.00 covering the Meeting Retainers and Legal Services for May thru August, 2020. Motion made by Jack Van Etten to approve, seconded by Pete Xidias. All in favor, Motion passes.

Attorney Update: Attorney Lake has been in contact with Chad Priest of the American Red Cross regarding their expenses on the Grant Award presented in March 2020 for \$2,500.00 They discussed the lack of receipts for their assistance with households in Michigan City that have been served. She will contact him again after speaking to the Board about the matter.

Sue Webster will send Attorney Lake a grant contract and any suggestions she is recommending to update the contract. They will discuss the contract and present the findings to the Board at the November Board Meeting. Any revisions will take effect in our February 2021 Grant Contract.

Old Business: Sue Webster reviewed the September Quarterly Reports for the Board. The American Red Cross submitted their September Quarterly Report without the needed documents attached. They spent \$1,965.00 has still not supplied the necessary documents with their report and has stated that they do not have anything further to submit. Attorney Lake has been discussing the need for more information from them and they will continue to work on providing the MCCEC Board with what will be needed. Their grant was for \$2500.00 and has been all spent.

The June Quarterly Report for the Black Expo was not received however they submitted the September report and the grant award has been spent in it's entirety. It was reopened for a Narrative to be added to the report. Only one September Quarterly Report was not received. The Open Door Community Alliance for Medication Assistance Program. All other reports have been received and if any corrections were needed have been made.

In January of 2020 the LaPorte County Meals on Wheels, Inc. combined with the LaPorte Meals on Wheels to become one organization. This is the first grant cycle that the Quarterly Reports include invoices covering the entire county rather than just Michigan City expenses. The invoices submitted in the reports are for County Wide meals however they only include meals that feed the Michigan City Area School District with their expenses for the MCCEC Quarterly Reports.

In the September Quarterly Report submitted for the Salvation Army Men's Emergency Shelter they requested that part of that grant award be spent for salaries for the Food Pantry Program. The amount was \$6,786.93 due to the

extra workload caused by COVID 19. Jack Van Etten made a motion to allow the salary expenses be paid out of the grant award for the Men's Emergency Shelter, seconded by Rudy Kohn. The Board discussed the request and motion passed seven in favor and one nay vote by Sue Webster. The Salvation Army also requested that the remaining \$21,544.60 still in the Men's Overnight Shelter be transferred to their Pathway of Hope Program. The Board discussed the matter and tabled so that the Administrative Assistant could request by email a detailed report from the Salvation Army regarding other donations they have received for the program, a detailed expense list for the rest of this grant cycle regarding this program. The request will be discussed at the November Board Meeting after the Board receives their response.

The Arts for Learning program had a balance of \$497.07 from the previous grant cycle they could not spend on the program when the Schools closed down in mid March due to the COVID 19. They have now spent the balance of the grant award, submitted the March 2020 Quarterly Report so last year's grant cycle is officially closed.

The MCAS Summer S.T.E.A.M. Camp program has a balance of \$894.54 that was not spent and they have completed this year's program. The Board asked that Abby May be notified that they will need to return the unspent grant award for that program

The new grant cycle Online Grant Applications began on Monday, September 21st, 2020. The deadline for submitting grants is Monday, November 30th, 2020 at 11:59 pm. A Press Release was issued and several grant applications have been submitted and many applications have been opened and are being prepared for by a variety of organizations. The Board members have access to looking at these applications that are in the process of being prepared.

The Grant Writing Workshop was held on Tuesday, October 13th by Zoom with approximately 30 attendees. The Grant Application was shared on screen and gone thru line by line. Many questions and comments were submitted both by chat and by raising hands to be called on to speak. Board Members present were George Kazmierczak, Pete Xidias, Connie Anderson and Sue Webster. Pete Xidias will email the zoom recording of the workshop to those attendees of the

workshop who requested it. A link to the zoom workshop will be added to the MCCEC Board page at emichigancity.com.

New Business: Revisiting COVID 19 additional Grant funding to Arise & Shine and Fly Hight Youth Services since we did not know if the Blue Chip Casino was closed for three months would impact the amount of funds we would receive from them for our next grant cycle. Since we would be receiving the full amount again the Board discussed revisiting the requests of Arise & Shine and Fly High Youth Services who had requested any additional funding for COVID 19 related programs. Susan Webster will email them and ask for additional information regarding what kind of funding they would request and what it would be used for.

The Board discussed adding items to the Michigan City Community Enrichment Corporation Board at emichigancity.com. Also we will add social media sites for press releases of the MCCEC such as the MyMichiganCity facebook page.

January Board Meeting at Blue Chip. Susan Webster will email Board Member Bret Cox inquiring about a Board Room being reserved for our January 2021 Board Meeting.

Board Comments: Several Board Members mentioned they are looking forward to the current Grant Applications and upcoming grant cycle.

Next Board Meeting: Wednesday, November 11th, 2020 at 5:00 pm and it will be a Zoom Meeting.

Adjournment: Motion made by Jack Van Etten to adjourn at 6:32 pm. Seconded by Connie Anderson, all in favor. So adjourned.

Submitted by Susan Webster

Harbour Trust
Investment Management
Company

Managing Your Wealth, Securing Your Future

September 10, 2020

MC Community Enrichment Corp.

c/o Steve E. Janus
100 E. Michigan Blvd.
Michigan City IN, 46361-0526

Dear MC. Community Enrichment Corp.:

Our hearts are heavy and full of sadness to share the news of the passing of John Weithers. We all have so many fond memories of our interactions with him over the 13 years he has been a team member of Harbour Trust Company. He touched the lives of those he met in such profound ways. As much as John loved life and the opportunity to meet new people, he equally loved Harbour Trust Company and the story of its creation and purpose, which has always been to serve our clients as we assist them in meeting their financial goals. His commitment to not only meeting his client's expectations, but exceeding them, drove him each and every day.

The Trust Company team honors John's memory by embracing his commitment to excellence in serving you and your financial needs. It is our continuing goal to take great care selecting the Trust Officer we believe would be the best fit for you and your needs. Your new Trust Officer will be Lori Howard. Lori will contact you very shortly to become acquainted with you and pick up where John left off in helping you accomplish all of your financial goals. The entire Harbour Trust team is honored to serve you,

Sincerely,

Stehanie K. Oberlie
President & Chief Operating Officer

Michael K Hackett-CTFA and CISP
Sr Vice President & Director of Personal Trust

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