



DRAFT Minutes
Iron County Economic Partnership Board of Directors (ICEP)
February 11, 2016
ICEP Office, 132 N. Main, Ironton, MO 63650

1. A regular meeting of the Board of Directors was called to order at 5:34 pm by N. McKie.
2. N. McKie offered an Invocation. N. McKie also provided a reading of the purpose of ICEP.

Directors T. Sappington, C. Dinkins, N. McKie, K. Perry, and T. Harbison were present. Director C. Spitzmiller was absent.

B. Matt, B. Campbell, M. Grimes, M. Alesandrini, M. Wiseman, B. Parker, E. Jett and S. Francis were also present.

3. N. McKie introduced S. Francis as the new Director of Partnership Development. S. Francis began employment at ICEP on Monday, February 8, 2016. N. McKie commented that S. Francis hit the ground running and has proven herself to be very efficient. A full job description is in progress that encompasses everything that needs to be done.
4. During the public comment agenda item, M. Wiseman provided a report on the Edward Jones investments. He commented that the market remains somewhat volatile based on low prices. As the price of oil goes up, we will see the profits increase. This being a presidential election year, M. Wiseman believes the market will finish strong. Discussion followed and M. Wiseman provided positive reports regarding the future of ICEP funds in the market.
5. B. Matt provided information on the Wi-Fi project. Two companies were contacted. BlueBit gave an estimate of \$2,750 to give a full quote, see handout provided for details. B. Matt then introduced B. Campbell and M. Grimes to discuss the second company's quote. A handout was provided with the cost breakdowns. B. Campbell gave a detailed summary of their recommendations and the challenges of providing Wi-Fi to some areas of Iron County. Discussion followed. Due to the large amount of information to consider on this project, the board will continue to seek information and discuss further at future meetings. B. Matt was asked to provide his recommendation regarding this project in writing. See attachment sent via email after the meeting.
6. T. Sappington reported that the City of Arcadia voted on 2/8/16 to accept the low bid for completing the Amtrak platform. B. Parker stated he has a meeting scheduled with C. Kelsheimer tomorrow (2/12/16) to review the contract with ICEP. S. Francis will also attend the

meeting. The contract will have the combined original amount and the approved additional amount, for a total of \$113,074.13. C. Dinkins requested confirmation that wording will be added to the contract acknowledging ICEP's support in media announcements that come from Our Town Tomorrow. B. Parker will make sure that language is added. N. McKie thanked C. Dinkins for her hard work in determining the final dollar amount needed for the project.

Discussion followed regarding "What now?" related to other components of having an Amtrak stop here. Once the contract is signed with Our Town Tomorrow, a letter will be sent to C. Kelsheimer to clarify what's already in place. N. McKie will follow up with this task.

7. E. Jett provided updates regarding community event funding applications, payment requests and project/contractor outcomes. Not much activity in these areas. N. McKie advised that B. Bennet brought in a funding request today (2/11/16). Copies will be provided to the board of this request. No payment requests have been made. A returned overage was received from B. Bennet for the RV Show (\$229.80).

Regarding project/contractor outcomes, see report from E. Jett. Arcadia Academy is close to being done. Discussion followed regarding specific areas that need to be completed. E. Jett will follow up on any areas that need to be amended on the contract. (*Elimination of the engineer requirement.*) Once everything is finalized, a Certificate of Completion will be executed.

8. N. McKie lead a discussion regarding topics in the Invest in Iron County report.
 - a. Website development has been on hold until someone was in the office who could work with the website design company to get it set up and running. S. Francis has those skills and N. McKie stated this is a good time to get the project going. N. McKie has information from Marketing Alliance regarding their proposed work flow and pricing. He will send that information to the board by email for review. ***

S. Francis has created an ICEP Facebook page. K. Perry previously did the LinkedIn page and will give administrative access to S. Francis.

K. Perry received the PGAV Contract today for Phase II. B. Parker was asked to pare out the extra information in the contract to more easily review. E. Jett will forward this document to the remainder of the board who did not receive it.

K. Perry asked if the board is ready to move forward with Phase II. Discussion followed regarding completion of all aspects of Phase. The full amount of Phase I \$31,500. The balance is \$8,049.96 plus a separate invoice of \$174 for mileage. K. Perry made the motion to pay the final invoice contingent upon confirmation that the Consumer Segmentation portion of the contract was provided. C. Dinkins seconded. No one opposed. Motion approved.

B. Parker asked to make a request of PGAV to video tape the sessions they present so we can provide those videos to the public when asked. S. Francis added they can also be

added to the website. N. McKie mentioned this will be a valuable tool to show the whole process was accomplished.

9. E. Jett provided an update regarding grant applications. There will be two projects to report on at the next meeting. One could bring in \$1/4 million on the TIF side. Another is a possible building to be purchased with tax credits so ICEP would own their own office vs. renting. The location is the old Great Southern Bank in Arcadia.
10. Minutes from January 14, 2016 meeting that were distributed by email. There were no corrections to the minutes. Motion was made by T. Harbison and seconded by T. Sappington. No one opposed. Motion approved.
11. Discussion was held regarding ICEP Finances now handled by C. Dinkins (ICEP Treasurer). C. Dinkins sent information to Thurman, Shinn and Co. to prepare a report. A financial report was emailed to the board by Thurman, Shinn and Co. (See attached copy.) K. Perry stated that he also provided a list of checks written since the last meeting to the board in a report by email prior to the meeting. At the bottom of this report, he included anything that was above his \$1,500 authority to pay, so it can be voted on. T. Sappington made a motion to give C. Dinkins, Treasurer, the authority to pay invoices up to \$1,500 for 2016. K. Perry seconded the motion. No one opposed. Motion approved.

Motion was made by T. Harbison and seconded by T. Sappington to approve the financial report as provided by Thurman, Shinn and Co. No one opposed. Motion approved.

12. B. Matt requested information on his nomination to fill the vacant Viburnum Director position on the ICEP board. He was nominated by K. Perry previously.

B. Matt also stated that he has fulfilled his contract regarding the Wi-Fi project. The only exception was contingent on the project being approved. If the project is approved, he has some public speaking duties still to be done.) N. McKie advised these matters will be discussed in closed session and B. Matt will be informed of the board's decisions.

13. At approximately 7:40 pm, K. Perry made a motion to go into closed session. The motion was seconded by T. Harbison. No one opposed. Motion approved.

At approximately 9:07 pm the Board came out of closed session.

14. Based on discussion during Closed Session regarding the WiFi project, the motion was made by T. Harbison and seconded by T. Sappington to pay the final Contract amount to B. Matt once a final report and recommendation was received from him. No one opposed. Motion passed.
15. At 9:14 K. Perry made a motion to adjourn and N. McKie seconded. The motion passed unanimously. The meeting adjourned.

Respectfully submitted,

Sandy Francis, Director of Partnership Development