



DRAFT Minutes

Iron County Economic Partnership Board of Directors

February 12, 2015

ICEP Offices, 132 N. Main, Ironton, MO

1. A regular meeting of the Board of Directors was called to order at 5:30 pm.
2. M.B. Brewer offered an invocation.
3. Directors T. Sappington, M.B. Brewer, C. Dinkins, N. McKie, and T. Harbison were present. Director M. Cummings was absent.
4. B. Parker, B. Matt, D. Rouse, G. Miller, K. Perry, M. Wiseman, D. Barzowski, D. Amelunke, S. Layton, N. Williams, and B. Lourwood were also present.
5. The minutes, of the January 8, 2015 meeting of the Board of Directors were adopted unanimously, following a motion by T. Harbison, seconded by T. Sappington.
6. K. Perry reported that ICEP had a checking account balance in Great Southern at the end of January 2015 of \$29,808.94. The value of the Investment account ending 4830 at the end of January was \$2,675,022.21. The value of the Investment account ending 5550 at the end of January was \$1,111,558.63. ICEP's Total Liabilities and Net Assets = \$3,816,889.78. ICEP spent 18,192.92 in January.

The December treasurer's report was accepted unanimously after a motion by T. Sappington, which was seconded by M.B. Brewer. The Board reviewed and accepted unanimously the investment account printout from Edward Jones showing the account values and transactions.

7. K. Perry presented accounts payable for January, which included a \$1,400 invoice from K. Perry for contracted services as Executive Director; a \$63.87 expense claim from K. Perry for meeting food and postage; a \$550.00 invoice (#36404) from Thurman Shinn & Co. for accounting services; Charter Communications ISP bill for \$115.00; AT&T mobility bill for \$114.98; \$215.81 bill from Ameren Missouri; February rent to Don/Alma Woodcock \$500; 25.97 water bill from City of Ironton; \$425.00 CTM media group invoice; \$210.00 photocopier lease bill from GE Capital; a \$1,596.54 expense claim from G. Miller for exhibit booth & racks; 3 \$675.00 invoices from Maloney Wright and Robbins for accountant's review, \$450.00 invoice from Midwest Gateway RVDA for exhibitor's fee, a \$784.80 expense claim from G. Miller, a \$40 invoice from the A/V Chamber for membership dues, a \$447.74 expense claim from N. McKie for RV Show expenses, and a \$447.74 expense claim from C. Dinkins for RV Show expenses. All accounts payable items were authorized by previous action of the Board and had been paid at the time of the meeting.



8. M. Wiseman distributed signature forms for the investment account to Directors, who signed them.
9. K. Perry reported that the amendments adopted in the previous month have been incorporated in the bylaws. The new bylaws have been distributed by email to the Board.
10. N. McKie said that the goal with the local municipalities was to create partnerships rather than document ICEP as the official economic development organization. This item should be removed from the agenda of future meetings.
11. S. Layton made a presentation to the Board re the Arcadia Valley BBQ Battle. They are requesting funds through the community event grant. Last year's event netted 500-600 attendees, as much as 70% of whom are from outside Iron County. The St. Louis BBQ Society will not sanction any other events on the day of the A/V BBQ Battle. They intend to expand and add more top level music as well as promote in St. Louis, Cape Girardeau, and Memphis. Police were at the event last year. There were no problems or incidents. The critical needs are radio ads and increases in the prize moneys. Last year they made a donation to the Courthouse with proceeds. This year they will find another charity to support. Following questions, the Board agreed to discuss this application for funds in closed session.
12. N. McKie reported that he and other Board members visited Sam A. Baker State Park as part of their activities to find out the optimal way to have a relationship with the Missouri Parks Division. This is regarding a possible visitor's center at or near the entrance to Elephant Rocks State Park. N. McKie has identified a potential piece of land near the entrance that could be ideal for this opportunity.

D. Rouse expressed concern that if there was food service it would deter travelers from going farther into Arcadia Valley to eat at already established restaurants.

Directors will continue to discuss the possibility of a building and then go with their ideas/plans to the Parks Division. No further action on this item was taken.
13. T. Harbison reported that the Investment Committee did not meet since the last Board meeting. The Investment Committee wants to meet with M. Wiseman to understand the investments better before they make recommendations to the Board. M. Wiseman said he would be available to meet. Investment Committee members were encouraged to get questions in writing to M. Wiseman so he has a chance to prepare for that meeting. Send questions to K. Perry.
14. K. Perry reported that the changes to the bank account (name and address) and the signatories have all been implemented.



15. K. Perry reported that we received a reply to our comment letter to MoDOT. They will move forward with the rule-making process. They did not respond to our request to provide further education on the rules and their implications.
16. N. Miller updated the Board on the RV show. He said it was good that ICEP did this. We learned a lot about how to do it. 1500 brochures were distributed. Others commented that people are familiar with Elephant Rocks State Park but they do not know that it is in Iron County. The slide show was great. It worked well. If we do this again, we need to be prepared to talk specifically about the number, location, and specifics of the RV facilities in the County. People asked about this.
17. Election of committee members and chairperson did not make it on the agenda. The board agreed to **hold elections for all Committees and Committee Chairs at the March 2015 meeting.**
18. K. Perry updated the Board on the nomination process to fill openings on the Board. Only one person has indicated interest from the Viburnum area. He said he wanted to attend some meetings to see if it was what he wanted to do. He was unable to attend tonight. The notices are up on the website along with the information form.
19. B. Matt nominated K. Perry to serve as Director for the opening for outside of Iron County.
20. B. Matt commented that he did not know the community event grant was available. He expressed concern that there would be a perception that the BBQ Battle got funds because the applicants all live here in the middle of the county and are familiar with Board members. He indicated that no one in his part of the County knows what ICEP really does.
21. C. Dinkins commented that the problems B. Matt identified would be worse if we did away with the census tract representation altogether.
22. G. Miller suggested that the Board might consider amending the bylaws to either remove the census tract restriction or put in an option to after a certain amount of elapsed time with a vacant Director slot. That person would be removed as soon as a representative from the census tract was elected.
23. G. Miller indicated that ICEP is not eligible for USDA grants because it is a "closed board," Directors, unlike elected officials are not elected by the public. He said we need at least 50% of the Board to be elected officials in order to qualify for USDA grants.
24. T. Sappington said we need to add **an agenda item to our agenda and begin working on outreach** to the Viburnum area.



25. T. Harbison said he would like to see G. Miller present in Annapolis and Viburnum connecting with people before we amend the bylaws.
26. B. Matt asked about the TIP Strategies report. Have we made progress on the actions recommended in it? N. McKie said G. Miller has distributed a list of all employers in the County. He has not received feedback from the Board about who he should be visiting. T. Sappington said he should go out to every business with greater than 5 or 10 employees. G. Miller said that since he is new to Iron County, the Board should be driving the priorities. C. Dinkins said that G. Miller was directed to go to Viburnum to follow up on an inquiry from DCAI. That has not happened. N. McKie said we have a plan and G. Miller is working all the time. If we are not happy with that, we need to pick the ways we want him to use his time.
27. B. Matt suggested reaching out to VEDAC, Mills signage, Trend Machine Works, and Altered Fitness in Viburnum.
28. G. Miller inquired about what our deliverables are for when we reach out to these businesses.
29. D. Rouse commented that JumpStart funds had been awarded to organizations that have not even drawn on the funding yet. ICEP, he said, should be looking to help entities that have a proven track record and are ready to go. Invest in winners.
30. N. McKie said that workforce development is limiting some of the businesses in Iron County that could be adding jobs. We should **work on a proposal for addressing workforce development** and discuss it at the next meeting.
31. G. Miller distributed his monthly report. He has done dozens of business visits. Lots of businesses are using the color copier. He has been working on the trade show grant. He commented that no one responded to his list from last month that included a column with just his initiatives. He indicated that Missouri Enterprise could do a workforce development assessment and training. Linda Fitzgerald from Park Hills is already working with one company in Iron County on this. G. Miller has also been working on project with Mayor Lourwood (trails) as well as the farmer's market grant for a possible pavilion. He also referred to grant money available from Delta Regional Authority.
32. G. Miller proposed that the Board consider a trade show grant. This would make the booth and some funds available for for-profit companies to go to shows. They could apply for grant money and offset the costs of travel, exhibiting, etc. He suggested a max of \$2500/yr and \$7500 lifetime max.



The Board discussed limitations on exhibitors at most shows. You would not be allowed to promote two entities in one booth. Therefore, requiring the grant recipient to also promote Iron County just wouldn't work.

33. G. Miller said that are things that we should be doing that are prohibited by our bylaws and the IRS restrictions on 501(c)3 organizations. Following discussion, the Board agreed to table this issue until we back from B. Parker with some thoughts and recommendations about what our limitations are and how we might move beyond them using different legal structures such as an IDA and/or a separate non-profit without some of the limitations that ICEP has.
34. B. Parker presented the Board with an engagement letter and asked the board to consider whether it still wanted to engage his services. He said he encourages his clients to periodically give consideration to this. Following discussion, the Board agreed to engage his services. The engagement letter was signed.
35. During the public comment agenda item, D. Rouse said he thought the RV show was good. T. Sappington asked B. Parker if there was any further action that could be done on the ASCAP/BMI issue. B. Parker said there was not.
36. At 9:34 pm a motion was made by T. Sappington and seconded by T. Harbison to go into closed session. The motion passed unanimously by roll call vote.
37. At approximately 10:42 pm the Board came out of closed session.
38. At 10:45 pm there was a motion to adjourn and a second. The resolution passed unanimously. The meeting adjourned.

Respectfully submitted,

Tim Sappington, Secretary