



South Central Illinois Regional Planning Development Commission

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Serving the Illinois Counties of Clay, Effingham, Fayette, Jasper, and Marion since 1972

MINUTES MONTHLY BUSINESS MEETING

Gopher's Grill

Effingham, IL

TUESDAY, August 30, 2022

Commissioners Present

David Johnson	Clay County
Barry Adair	Clay County
Larry Taylor	Effingham Co
Ernest Garbe	Effingham Co
Mike Brown	Effingham Co
Sasha Althoff	Effingham Co
Glenn Gurtner	Fayette Co
John Lotz	Fayette Co
John Roberts	Fayette Co
Ricky Gottman	Fayette Co
Tom Brown	Jasper County
Ben Bollman	Jasper County
Karen Booker	Jasper County
Angela Fehrenbacher	Jasper County
Gary Purcell	Marion County
David Armbrust	Marion County
Debbie Smith	Marion County

Commissioners Absent

Herb Henson	Clay County
David Campbell	Effingham Co
Norbert Soltwedel	Effingham Co
RJ Lindemann	Jasper County
Mike Hall	Jasper County
Janie Grimes	Marion County
Derek Sherman	Marion County
Carson Smith	Marion County

Guests Present: Mike Stanford, Flora City Administrator

Staff Present: James Patrick, Executive Director
Brooke Frederick, EDA Planner II/Loan Portfolio Manager

Chairman Armbrust called the meeting to order at 7:02 p.m.

ROLL CALL (*Taken by signature sheet – see the list of attendees and absentees above*)
seventeen voting Commissioners attended and the Executive Director, constituting a legal quorum.

RECOGNITION OF GUESTS/HEARING OF THE PUBLIC – Ben Bollman of Jasper County has been appointed as a new commissioner. Mike Stanford, mayor of Flora, sat in to consider joining the board.

The Mission of the South Central Illinois Regional Planning & Development Commission is to
Enhance Economic Development and Quality of Life for its Regional Citizens

✦ An Equal Opportunity Employer and Provider ✦

APPROVAL OF MINUTES

July 26, 2022, Monthly Meeting

Patrick asked if there was any discussion or changes concerning the July 26, 2022 Minutes. There being none, Armbrust entertained a motion made by Campbell to approve the Minutes as amended to the Minutes and Agenda. A second was made by T. Brown. *(Approved)*

BILLS & COMMUNICATIONS

Upcoming Grant Deadlines & Submissions

The Executive Director noted that there was nothing new to report. The CDBG grant announcement will no longer be in October and DCEO is currently unsure when they will be ready. Patrick is assuming that it probably will not be until the beginning of next year. There are currently four OSLAD agreements which are due September 30th.

Working on FY-23 Operating Budget

Patrick anticipates have the FY-23 budget completed within the next couple of days. Operations & Budgets Committee will convene near the end of the month to review.

Copier on hold for Components to Arrive

The copier has arrived, but the rest of the equipment that goes along with it has not. The Executive Director indicated to the Executive Business Products that he does not want the printer until it has everything and is ready to be in use.

Postage Meter Installed

The new postage meter has been installed. This raised costs by \$.79/month, but it needed to be upgraded as the old one was obsolete.

TREASURER'S REPORT

Treasurer's Report from July 16, 2022, through August 15, 2022, – On p. 6, the only item out of the ordinary was item 33789 on July 27th. A debit of \$3,771.00 was made to Tate's Plumbing LLC. for the replacement of water heaters and faucets in renters' offices. The water heaters that had been installed in 1993 were removed and tankless heaters were installed. One of the faucets needed to be upgraded because it was leaking. Actual Expenses for the month were \$47,372.98; with depreciation, it is \$47,868.89.

On p. 7, Patrick noted that the grant management systems were back up and running so drawdowns can begin again soon. There was one debit in the Business Now Account for Deposit Slips providing an ending balance of \$341,318.04. After transfers and checks are written, the Checking Account is at \$3,000.00. The Executive Director noted that the Accounts Receivable was a somewhat lower than usual with \$40,702.42 because of the lack of drawdowns, however, that should change soon. In the EDA 301(b) account, the ending cash balance after reimbursement is \$34,681.88. \$32,050.45 is in the EDA Supplement Disaster Grant Account after reimbursements.

On p. 8, in the EDA Title IX RLF Account, there was an ending cash balance of \$4,932.46 after payments and interest was added. The Title IX RLF Savings Account currently has \$142,850.60. The beginning balance of the RBI/CDI Account was \$84,305.37, after an expense for more deposit books, the ending cash balance was \$95,598.63.

On p. 9, in looking at the Year-to-Date Financial Statement, the current YTD is \$1,090,548.34, or 98.72% of the year's budget. This is in comparison to the expenses of \$608,529.05 or 61.75% of the costs for the year.

On p. 10, the Revenue Update for CDs reflects a previous balance of \$645,663.66, and \$317.53 was earned in interest for the month. The new balance is \$645,981.19.

P. 11, shows all loan recipients are paying as agreed. The current RBI balance is sitting at \$862,166.41 with a blended interest rate of 3.63%. The CDI loan portfolio current balance is \$248,281.25 at 3.00%. Under Title IX loans, the balance is \$509,702.50 with a blended interest rate of 3.00%. The total ending balance for RBI, CDI, and Title IX loans is \$509,702.50 with a blended interest rate of 3.07%. Under Section 504, the total balance is \$916,866.20. The balance for all loans is \$2,537,016.36.

Armbrust entertained a motion made by Gottman to approve the Treasurer's Report. A second was made by Gurtner. *(Approved)*

STAFF REPORT

07/15/2022 – 8/15/2022

Patrick referred to page 12 where he announced that none of the applications submitted by the commission for the Downtown grants were awarded. There is a debriefing scheduled, but it would be another two weeks before the meeting. He mentioned that only 13-15% were funded out of all of the applications. As aforementioned, the CDBG submission opening will not happen by October. Patrick noted that he received all of the necessary information to finalize a loan with Pals Electric, Inc. so the committee would be convening in the near future.

The Executive Director also mentioned that four SCIRPDC staff members attended an economic development conference in Springfield. The storage closet had been cleaned out so Patrick invited the board members to take a look at what it was if they chose to.

COMMITTEE REPORT

Schedule an Operation & Budget Committee meeting for the annual budget

The Operation & Budget Committee will be convening soon to look over the annual budget.

OLD BUSINESS

Federal NICRA (Negotiated Indirect Cost Rate Approval)

In relation to the Indirect Cost Rate, the commission had finalized and approved 18,19,20, and 21. The process will have to start over again in 2023.

NEW BUSINESS

Committee 2021/2022 – Current List

Elections for new committees are coming up in October so the current list was included in the packet.

Fy-2022/2023 Executive Committee Slate of Candidates – vote in Oct. (Ballot)

Elections for the Executive Committee is this October so the current list was included in the packet. Patrick made mention that Gurtner was not running again so his spot will have to be filled.

Annual Meeting Discussion-October

The Executive Director asked for suggestions on a location for this year's annual meeting. Patrick asked about Castle Ridge in Centralia. After some discussion, the board seemed to be in agreement.

Social Media Presence- Please Like/Follow (Facebook and LinkedIn)

The commission is attempting to grow its following on social media and use its accounts to reach more people. Patrick requested that the board members who use either platform follow or like SCIRPDC's pages.

Discussion and Comments

No other comments were made.

ADJOURNMENT

Patrick asked if anyone had anything else to comment on or question. There being none, Armbrust entertained a motion for adjournment. A motion was made by Gottman and seconded by Hall to adjourn the Commission's monthly business meeting held on August 30, 2022 (*Approved*). The meeting was adjourned at 7:22 p.m.

APPROVED THIS, THE 27th DAY OF September 2022 AD.

Herb Henson, Corp. Secretary
SCIRPDC

David Armbrust, Chairman
SCIRPDC