

Van Buren County Economic Development Corporation

January 4, 2021 | 1 p.m.

Location: Zoom Meeting

Meeting Minutes

Roll Call

Member	Term Expires	Present/Absent
Randall Peat, Chair	BOC Appointed	Present
Tom Stanek, Vice Chair	2/13/2021	Present
Rodney Dragicevich, Board Member	2/13/2026	Present
Carrie Troyer, Board Member	3/13/2024	Present
Ken Ratzlaff, Board Member	2/13/2024	Absent
Jim Warner, Board Member	2/13/2022	Present
Mike Toth, Board Member	2/13/2022	Present
Jeff Hannan, Finance Chair	2/13/2024	Present
Zachary Morris, Secretary	2/13/2024	Present
Paul Schincariol, Board of Commissioners Representative	BOC Appointed	Absent

Others in attendance:

- Sarah Snoeyink, Economic Development Coordinator
- Richard Godfrey, Chairman of the Van Buren County Board of Commissioners
- Mark O'Reilly, Kinexus Business Account Manager

Call to Order

Randall Peat, chair of the board, called the meeting to order at 1:01 p.m.

Approval of Meeting Minutes from December 7, 2020 Meeting

Tom Stanek moved to approve the November 2, 2020 meeting minutes. Rodney Dragicevich supported the motion, and the motion carried unanimously.

New Business

Review & Approval of Invoices

Zach Morris shared that there were no invoices for the board to approve.

Election of Board Officers

Randy Peat asked if all present officers were willing to continue serving. Zach Morris shared that Jeff Hannan had asked to step down as treasurer. Mr. Morris asked if Carrie Troyer would be willing to serve as treasurer. Ms. Troyer said that she would. Rodney Dragicevich motioned to approve the following slate of board members: Randy Peat as board chair, Tom Stanek as vice chair, Carrie Troyer as secretary, Zach Morris as secretary. Jim Warner supported the motion, and the motion carried unanimously.

Open Meetings Act Compliance

Sarah Snoeyink shared an overview of the Open Meetings Act (OMA) and its implications for the board of the Van Buren Economic Development Corporation. Ms. Snoeyink shared a plan of action to ensure compliance with the OMA. Rodney Dragicevich asked how to ensure OMA compliance when meetings were held virtually. Discussion regarding how to mitigate the risk of “Zoom bombs” during virtual board meetings ensued.

Open Issues

Review Financial Reports

Sarah Snoeyink and Zach Morris reported on the financial status of the Revolving Loan Fund noting that the reports for December had not yet been delivered but would be shared with the board as soon as they are received from the County. Discussion regarding development in industrial parks throughout the county followed.

Formal Recommendation of Strategic Fund to Board of Commissioners

Zach Morris shared an update on his proposal for the County Strategic Fund. Mr. Morris asked that the board motion to support the proposal before he brings it before the Van Buren County Board of Commissioner’s finance committee. Conversation regarding Mr. Morris’ plan ensued. Jim Warner moved to support Mr. Morris’ County Strategic Fund plan. Mike Toth supported the motion, and the motion carried unanimously.

Other Business

Extension of Tom Stanek’s board term in February

Tom Stanek expressed that he enjoyed being a part of the board of the Economic Development Corporation and his excitement for the board’s work in the coming year. Rodney Dragicevich moved for the board to support the extension of Tom Stanek’s board term. Jim Warner supported the motion, Mr. Stanek abstained from voting, and the remaining board members unanimously supported the motion.

Adjournment

Jim Warner moved to adjourn the meeting. Tom Stanek supported the motion. The next meeting is February 1, 2021 at 1 p.m. The meeting will be held via Zoom.



Zach Morris, Secretary of the Board

Feb 2, 2021

Date






2021 January - Economic Development Corporation - Minutes

Final Audit Report

2021-02-02

Created:	2021-02-02
By:	Sarah Snoeyink (snoeyinks@marketvanburen.org)
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-  Document created by Sarah Snoeyink (snoeyinks@marketvanburen.org)
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-  Document e-signed by Zach Morris (morrisz@marketvanburen.org)
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