

# COMMUNITY IMPROVEMENT CORPORATION

Lake County Board of Trustees Quarterly Meeting  
Hellriegel's Inn, Painesville, Ohio  
Thursday, April 15, 2004

President Gilmer called meeting to order at 12:05 p.m.

**ATTENDEES:** Frank Ashton, Michael Evangelista, James Gills, David Gilmer, Verne Horton, Gary Kostura, Dale Langbehn, Caroline Luhta, William Margalis, Patrick Rositani, Neil Sawicki, Robert Shiner, Gretchen Skok DiSanto, Greg Waina, Darrell Webster

**PROXY:** David Anderson, Robert Aufuldish, Morris Beverage, Lorraine Fende, Kenneth Lorenz, Bryon Pike, Edward Podojil, Frank Ragley, Thomas Williams

**ABSENT:** James Hayer, Lee Lydic, Greg O'Dell, Michael Patriarca, William Reid, Walter Siegel, George Spinner, Jerry Youngberg

**OTHERS:** Jessie Duncan, John Hawkins, Catherine Haworth

## Minutes

Minutes for the Quarterly Meeting of the Board of Trustees, February 26, 2004, were mailed, reviewed and approved. M: Langbehn; 2<sup>nd</sup>: Sawicki. Approved.

## Treasurer's Report

Mr. Waina, treasurer, presented the treasurer's report referring to two financial statements. Those statements are the Balance Sheet as of March 31, 2004 and Profit & Loss (January – March 2004 w/ previous year comparison). The Balance Sheet looks exceptional. The savings and checking accounts have remained relatively the same. The contractual expense is up slightly but is it just a pass through. M: Shiner; 2<sup>nd</sup>: Langbehn. Approved.

## Lake County Economic Development Center Executive Director's Report

### **SBDC-**

We have received the RFP for 2004-2005. Funding has been increased slightly – proposed \$118,000 for ITAC and SBDC. The Urban League is our new Cleveland SBDC partner. They will be host in Region 8. Lake Erie College graduate students participating in the business plan competition have made their presentations to Fredon and Shop Supply. The companies are pleased with the results. On April 30<sup>th</sup> the students will be making their presentations to Columbus.

### **Procurement Technical Assistance Center-**

PTAC has 394 active clients, 105 of those are in Lake County. There have been 16 contract awards worth \$4.8 million. At their annual retreat in January, PTAC won two awards, "Center of the Year" and "Colleague of the Year."

### **International Trade Assistance Center-**

ITAC worked on a seminar for STERIS regarding international payment terms and incoterms. Incoterms are shorthand shipping terms. David Simerly, program director, will be teaching his Certificate Course in International Business at Lakeland starting May 5<sup>th</sup>.

**Enterprise Zone/Site Selection/Revolving Loan Fund-**

Tax Incentive Review Council meetings are complete. Cathy Walsh, program director, is working on the implementation of the e-synchronist program. Hall Chemical in Wickliffe has a new project to be reviewed.

**Workforce Development-**

The Workforce Investment Board will be surveying all members and identifying needs in regards to their sector. An analysis will be done to understand how the board can be of assistance to these members.

**SBA 504 Loan Program-**

The Lake County Small Business Assistance Corporation has approved seven loans to date. Three loans were approved in the second quarter totaling over \$570,000 in debentures. Cathy Haworth will be attending the NADCO conference next week in Miami.

**Annual Luncheon-**

Feedback on Jerry Cirino's presentation has been positive. Approximately 160 people attended the event. The News-Herald wrote a nice article post-event. Art Sidley was the Joseph E. Durk Service Award winner.

**CIC Website-**

The minutes to the meetings are now posted online. The website address is [www2.lakecountyohio.org/cic](http://www2.lakecountyohio.org/cic).

**Team NEO-**

Thus far \$50,000 has been raised to participate in Team NEO. Team NEO would like to see Lake, Geauga and Ashtabula counties have a seat at the table.

**Membership Drive 2004-**

To date the membership drive has raised \$41,000 with \$6600 in billables.

**Port Authority-**

The Center will be receiving a fee of ¼ of 1% (\$2500) annually for the life of the Tru-Fab loan. The contract Lake County has with the Cuyahoga County Port Authority says that the Center will receive these fees for the life of any loan the Port Authority does in Lake County.

**Merging of CIC and LCEDC-**

A proposal to merge the CIC and LCEDC has been made by Dave Gilmer. The Annual Membership meeting will remain, however not all CIC meetings and LCEDC Board of Advisors meetings will be separate. The purpose of the merger is to eliminate redundancies in the CIC and LCEDC Board meetings.

## **Other Business**

The travel expense resolution by David Gilmer would “allow any member of the CIC to attend seminars and other activities directly related to their responsibilities as members in the amount of \$1,000 total per year.” M: Langbehn, 2<sup>nd</sup>: Kostura. Approved.

A motion was made to amend section 2a of the travel expense resolution to read: “All travel and expenses incurred by a member of the CIC that exceed \$100.00 must have prior approval from the Treasurer **or** President of the Board.” M: Waina, 2<sup>nd</sup>: Luhta. Approved.

There was a counsel invoice for \$2050.00. M: Shiner; 2<sup>nd</sup>: Margalis. Approved.

A motion was made to pass the resolution regarding the extensions of the terms of trustees whose terms expired on January 1, 2004. The list of trustees is as follows:

Patriarca, Michael

Sawicki, Neil

Siegel, Walter

Anderson, David

Gills, James

Hayer, James

Luhta, Connie

M: Kostura, 2<sup>nd</sup>: Langbehn. Approved.

A motion was made to appoint Martin Gareau, City of Mentor, trustee of the CIC and to replace trustee Patrick Kelly, First Energy with Martin Kuula, First Energy. M: Shiner, 2<sup>nd</sup>: Langbehn. Approved.

Martin Gareau volunteered to serve on the membership committee.

The next regular meeting is scheduled for July 22<sup>nd</sup>. Motion to adjourn Langbehn; 2<sup>nd</sup>: Shiner. Approved.

*Respectfully submitted,*

*Jessie Duncan, Recording Secretary*