

**COMBINED MEETING MINTUES OF**  
*Community Improvement Corporation & Lake County Economic Development Center*  
 391 W. Washington Street  
 Painesville, OH 44077

**Attendees:**

<i>CIC/LCEDC Reps:</i>	Robert Aufuldish	David Gilmer	James Hayer	Thomas Hilston
	Martin Kuula	Michael Patriarca	Frank Ragley	Pat Rositani
	Walt Siegel	Michael Slocum	Ron Traub	
<i>CIC Reps:</i>	Ron Balog	Richard Bonde	Michael Evangelista	Ken Lorenz
	Caroline Luhta	William Margalis	Edward Podojil	Bob Shiner
	Greg Waina	Tom Williams		
<i>LCEDC Reps:</i>	John Crocker	Michael Davis	Charles Tackett	

**Others:**

Abigail Branstein      Bob Fenn      Catherine Haworth      Karen Sundy

**Proxy's Returned:**

<i>CIC/LCEDC Reps:</i>	Bryon Pike	Ken Sinha	Ken Spence
<i>CIC Reps:</i>	Jim Janson	William Reid	
<i>LCEDC Reps:</i>	Doug Heiser	Janice Lipscomb	

**Absent:**

<i>CIC/LCEDC Reps:</i>	Frank Ashton	Morris Beverage	Gary Kostura	Dale Langbehn
	Neil Sawicki			
<i>CIC Reps:</i>	David Anderson	James Gills	Corbett Shaw	Darrell Webster
	Jerry Youngberg			
<i>LCEDC Reps:</i>	Rose Dziak			

On July 12, 2005, CIC President, David Gilmer, called the combined meeting of the CIC Trustees and LCEDC Board of Advisors to order at 12:15 p.m.

**APPROVAL OF COMBINED MINUTES**

Mr. Shiner moved to approve the minutes of the May 10th, 2005 combined meeting of CIC and LCEDC and Mr. Lorenz seconded. The motion passed.

**A. TREASURER'S REPORT**

Mr. Rositani presented the treasurer's report for LCEDC and CIC. The financial supplements include the balance sheet as of May 31, 2005 and profit and loss previous year comparison January through May 2005. Revenues are down 36 to 37 thousand dollars from

last year. In terms of income, this number has changed because of a later start in the membership campaign, and because we are no longer a SBA lead center. The expenses are up because of the purchase of two computers, a Crain's Cleveland Advertisement, and contractual services. We are showing a \$17,000 profit for the past five months.

Balance sheet reflects changes made to investment with local institutions. Changes were made to ensure we are receiving a good return on our investment. Additionally, item 1179 reflects a reserve for the micro loan program, not a loan loss.

Mr. Lorenz moved to approve the treasurer's report. Mr. Crocker seconded. The motion passed.

## **B. DIRECTOR'S REPORT**

### **NORTHEAST OHIO PROCUREMENT TECHNICAL ASSISTANCE CENTER (NEOPTAC)**

Mr. Fenn presented the PTAC report. He began by giving an overview of PTAC. NEOPTAC is funded by the Department of Defense, Ohio Department of Development, the Lake County Commissioners, and the Economic Development Center. PTAC's mission is to help small businesses sell their products and services to the government. This is done primarily through a bid matching service. We have a search engine that finds all bids that match a company's services/products.

PTAC has been designated as the organization to provide the training for the Department of Defense RFID Policy. We recently held a workshop.

Value of awards: we will probably do about the same as last year which was around 28 million dollars.

### **SBDC**

The SBDC is currently going through the accreditation process. We are still without a statewide director; this is affecting the cohesion of the Ohio SBDC.

We just completed an SBDC program audit – it went quite well.

### **ENTERPRISE ZONE/SITE SELECTION**

We are currently working with an enterprise zone in Wickliffe. As of July 1<sup>st</sup> there will be no more personal property tax, therefore, all abatement requests will be for real property.

We have been getting a lot of leads on site selection. We are in the process of enhancing our site selection program; now photographs of the sites will be included.

Additionally, we have stepped up marketing efforts on the Micro-enterprise loan program. A \$5,500 loan just closed, we have a \$5,000 loan pending, and an application for a \$20,000 loan on the way. So you are going to see a lot more of this program. We need to spend all the SBA funds by the end of the fiscal year, or the funds will have to be returned.

### **SBA 504 LOAN PROGRAM**

The program continues to grow; we are tied with the Cleveland office for the lead. To date, we have closed 18 loans. Currently, we have 14 million dollars in total projects, over 5 million in debentures, and a job creation of 98.5. This program is generating a lot of income for the center, and all the loans are paying on time.

### **INTERNATIONAL TRADE ASSISTANCE CENTER – (ITAC)**

David Simerly presented a tutorial at the Manufacturer's Export Workshop. He received a thank you note from Congressman Sharrod Brown for his presentation. He is also working with the Lorain County Manufacturers Council to put together a seminar at Lorain County Community College. He recently completed teaching another Certificate Course in International Trade at Lakeland Community College and continues to facilitate the OnBASE pre-venture seminar. The NxLevel Entrepreneur Course, which is part of the SBDC Program, had to be cancelled due to lack of participation. David is also working with the British-American Chamber of Commerce to organize a business mission to England next year.

## **C. OTHER ISSUES**

### **THIRD FRONTIER INTERNSHIP PROGRAM**

The program which is committed to reimbursing employers for a portion of the wages paid to Interns hired in technology related internships has been extended to 2007. Abby is stepping up the marketing efforts for this program.

### **ANNUAL MEMBERSHIP**

The membership drive continues to go well. So far we have \$65,000 with \$2,000 to be billed. This is pretty good for this time of year; hopefully, we will meet our goal of \$80,000.

### **CHANNEL 3 SWEEPS WEEK**

Channel 3 presented a segment July 4, 2005 on home-based and start-up business. We received quite a few calls based on the segment.

### **ECONOMIC FUND FOR THE FUTURE**

Ms. Haworth met with Brad Whitehead of the Cleveland Foundation to determine how Lake County can participate in this group. The Cleveland Foundation seems to be the best outlet.

### **AMERICA SPEAKS: VOICES AND CHOICES**

Ms. Haworth has signed up to participate in this group. The group is dedicated to determine how to manage Economic Development in North East Ohio.

### **TEAM NEO**

Ms. Haworth met again with Bob Farley. She is uncomfortable with contributing at this point. It seems that the organization is still trying to determine where it is going and who their customer is. She is not willing to commit our funds until we are comfortable that this is the right organization, the group, and the structure that we need to take.

### **GRAND RIVER/PORT STANLEY FERRY PROJECT**

This project has somewhat stalled. Mayor Conley can't do it alone. He has asked Kent Christianson to go public, and he is reluctant to do that. Currently, no land has been purchased; it would be a controversial issue. There really isn't much activity on this project right now.

## **D. COUNSEL INVOICE**

The invoice is \$1,312.50 for the period of June and July. Mr. Aufuldish moved to approve the counsel invoice. Mr. Evangelista seconded. The motion passed.

## **E. OTHER BUSINESS**

The By-laws committee (Slocum, Beverage, Gilmer, and Hawkins) met at Lakeland and went over some of issues regarding the by-laws and the relationship between the CIC and LCEDC. Currently, the advisory committee oversees the center.

## **F. NEW BUSINESS**

Charles Tackett would like to be more involved. Mr. Gilmer recommends that we appoint him to the Advisory committee. Mr. Lorenz moved to appoint Mr. Tackett to the Advisory committee. Mr. Crocker seconded. The motion passed.

## **G. ADJOURNMENT**

Mr. Crocker motioned to adjourn meeting at 12:50 p.m., it was seconded by Mr. Lorenz. The motion passed. The next CIC/LCEDC meeting will be held Wednesday, November 9, 2005 at noon at Hellriegels.

Respectfully submitted,

Abigail Branstein