

**Minutes of the October 25, 2016  
Full Board Meeting of the  
Indiana 15 Regional Planning Commission**

**CALL TO ORDER**

Chair Whitney Timberlake welcomed the Full Board members and called the meeting to order at 7:30 pm.

**ROLL CALL**

Secretary Charmian Klem performed roll call; twenty-five members were present. Lisa Gehlhausen and Sarah Kinder of the Commission were also in attendance.

**APPROVAL OF MINUTES AND AGENDA**

Chair Timberlake presented the minutes from the Full Board meeting held August 23, 2016. Chris Cail made a motion to approve the minutes with a correction on the next meeting date and time. Don Wertman seconded the motion. Motion carried.

**AGENDA: ADDITIONAL BUSINESS**

Chair Timberlake called for additional agenda items. There were no additional agenda items.

**TREASURER'S REPORT**

Financial Administrator Sarah Kinder reported as of August 23<sup>rd</sup> receipts were \$42,601.05 and disbursements were \$12,249.82. The actual cash balance is \$762,772.26. The aging schedule total is \$10,784.40. There are two 12-month CD's totaling \$500,000.00 and a 24-month CD totaling \$9,795.00. The restricted savings has a balance of \$302.21. Bill Byrd made a motion to approve the Treasurer's Report pending audit, Charmian Klem seconded the motion and motion carried.

**DIRECTOR'S REPORT**

Chair Timberlake turned the meeting over to Lisa Gehlhausen for the Director's Report. Ms. Gehlhausen updated current projects as follows:

- The staff has updated their project status reports for the Board to review.
- The Stronger Economies Together final report has been submitted to Washington DC, Purdue and USDA. Lisa Gehlhausen will present a PowerPoint on the findings at the January Board meeting. She passed around a sign-up sheet for members to receive a copy.
- Indiana 15 RPC received a National Association of Development Organizations Award at the San Antonio, Texas NADO Conference for the Tell City Workforce Development program. This program is through OCRA using HUD dollars and will serve a need of the manufacturers for a trained workforce. The program will serve 62 participants that must be Indiana residents serving 51% low-to-moderate income with Tell City Ivy Tech classes. Students that complete 140 hours of work ready training (safety, quality practices, measurement, processes and production, maintenance awareness, technology, advanced manufacturing, automation, mechanical systems, fluid power basics and fluid power systems) will receive a Southwest Indiana Manufacturing (SWIM or SWIM+) certificate.
- Indiana 15 RPC was notified that we will receive an IARC award on November 10<sup>th</sup> for services provided for the new INDOT Community Crossings LTAP program.

**OLD BUSINESS**

- State Board of Accounts will be onsite within the next two weeks to begin an audit of years 2012-2015. The audit will start with a consultation meeting so that expected costs and other items can be discussed.

**NEW BUSINESS**

**Resolutions for Recommendation to Full Board**

- Resolution No.: 2016-17 - Adoption of the Fiscal 2017 operating budget – After review of the Fiscal 2017 operating budget, the income is projected at \$529,146.00 and expenses at \$527,111.00.
- Resolution No.: 2016-18 - Authorizing of adjustments in 2017 staff salaries.
- Resolution No.: 2016-19 - Establishing the Fiscal 2017 schedule of fees.

David Kress made a motion to approve the recommendation of the Executive Board to approve 2016-17, 2016-18 and 2016-19 by roll call vote. Greg Schnarr seconded the motion and motion carried.

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Greg Schnarr made a motion to group resolutions 2016-17, 2016-18 and 2016-19 into one vote. David Kress seconded the motion and motion carried.

Resolutions 2016-17, 2016-18 and 2016-19 approved unanimously by Roll Call vote.

**ADJOURN**

There being no further discussions or business to come before the Full Board, Chair Whitney Timberlake called for a motion to adjourn. Motion for adjournment was made by Greg Schnarr, seconded by David Kress and motion carried. The meeting adjourned at 7:55 pm.

This is the last Full Board meeting for 2016. Ms. Gehlhausen thanked the Board for their service in 2016.

Respectfully submitted,

Charmian Klem, Secretary

CK/ct