

Michigan City Community Enrichment Corporation  
Blue Chip Suncoast Room  
Regular Meeting, May 12, 2021

Call to Order: The meeting was called to order by President George Kazmierczak at 5:07 p.m.

Roll Call: Present - President George Kazmierczak, Vice President Chris Carter, Bret Cox, Connie Anderson, Sue Webster and new Board Member Candice Nelson. Not present was Secretary/Treasurer Steve Janus, Pete Xidias and Kenny Fly. Also in attendance was Board Attorney Mary Lake. A quorum was reached. New Board Member Candice Nelson was welcomed by the Board.

Approval of Minutes: There was not a Quorum of Board Members to approve the April 22<sup>nd</sup> Board Meeting Minutes so they will be tabled until the June 9<sup>th</sup> Meeting for approval. The Board did discuss that the date of the April 22<sup>nd</sup> Meeting Minutes was not included in the Approval of Minutes so it will need to be added to the presented Minutes for posting. The May 12<sup>th</sup> Board Meeting Minutes will also be discussed and approved.

Financial Statement: President George Kazmierczak presented the Harbour Trust April 2021 Financial Statement. Beginning balance was \$31,524.31. Disbursements included \$300.00 for the Administrative Services for Susan Webster and \$13.40 for Postage for Letters mailed to applicants not receiving grants for Susan Webster. An Invoice presented by Attorney Mary Lake for services provided from December 2020 thru March 2021 for \$2,912.00 was disbursed. Administrative Expenses were \$10.00. Total Investment Income was \$4.71. Investment change was \$0.00. Ending balance for April 2021 was \$28,293.62. Sue Webster moved to accept the statement as presented. Seconded by Chris Carter. All in favor.

Claims: President George Kazmierczak presented one claim for payment. The Invoice for Administrative Assistant Susan Webster for \$180.00. Chris Carter moved to pay, seconded by Bret Cox. Susan Webster abstained. All others in favor, Motion passes.

Attorney Update: Mary Lake has contacted Somerset CPA's and Advisors/Rowley & Company regarding the IRS issues for the 2019 taxes late payment and interest, and they have stated that it was not submitted late. Other correspondence from the IRS stated that Mary Lake is not authorized to conduct business with the IRS on behalf of the Michigan City Community Enrichment Corporation. Attorney Lake will prepare paperwork and submit to the IRS for the approval of her representing us.

Mary Lake reminded us that our fiscal year is January thru December however our Grant Cycle runs from April 1<sup>st</sup> thru March 31<sup>st</sup>.

Copies of the current By-Laws will be emailed to new Board Members Candice Nelson and Kenny Fly by Attorney Lake. George Kazmierczak requested a copy of the current By-Laws be sent to him as well.

City Attorney Amber LaPaich and Attorney Lake have been discussing the rules of the Open Door Law and how they do not apply to the MCCEC.

Old Business: The Board discussed four Quarterly Reports regarding unspent 2020-2021 Grant Awards that were given 30 days to spend or return the funds so they have a couple weeks left to complete the request. Current Board Member Candice Nelson is one of them and she stated she will have the \$2,000 spent by that date. Youth Service Bureau had previously been given until June 30<sup>th</sup> to spend the remaining funds for their “Kids on the Block” program and they have submitted updates that they are spending the balance down.

The Board briefly discussed the three bids we have received for our Accounting Services. We would like to have a decision made as to which bid to accept and that they would begin providing their service in January of 2022. We will discuss the guidelines of what to accept regarding the filing of extensions as that is something we are very concerned about currently.

President Kazmierczak informed the Board that an Officers Resolution was prepared, notarized and presented to Harbour Trust updating the position of Vice President to Chris Carter. Sue Webster moved to approve the Resolution, seconded by Connie Anderson. All in favor.

New Business: President Kazmierczak discussed that the new grant cycle will begin in September with the Grant Applications becoming available online. In October we will present a workshop. The two new Board Members have received grant awards from us in the past and can provide a different perspective to us.

We discussed inviting representatives from Harbour Trust Investment Management Corporation to our July 14<sup>th</sup> Board Meeting to give us a review of our account with them. The Administrative Assistant will invite Stephanie Oberlie and Lori Howard to attend.

Sue Webster shared thank you notes from grant applicants for their grant awards received for the current grant cycle.

Board Comments: Bret Cox announced that if we want to meet in person he will set up a meeting area for us at the Blue Chip again for our June Meeting. As of now there is still a mask mandate at Indiana Casinos. George and the other Board Members thanked Bret for this offer. Candice Nelson stated that she is looking forward to making a difference on this Board. Chris Carter added that he would like for us to discuss having on site visits in the future.

Attorney Comments: Mary Lake stated that she saves the takeout containers from restaurants they get and donates them to Arise and Shine and that they really appreciate receiving them.

Next Board Meeting: Wednesday, June 9th, 2021 at 5:00 pm.

Adjournment: Motion made by Connie Anderson to adjourn meeting at 6:18 pm., seconded by Bret Cox. All in favor. So adjourned.

Submitted by Susan Webster.

