

Ellsworth County Economic Development
MINUTES
Board of Directors Meeting
April 27, 2022

The meeting was called to order by President Justin Lindsley at 7:03 p.m.

Members Present: Stacie Schmidt, Justin Lindsley, Debbie Kootz, Sarah Freeman, Peter Solie, Jon Halbgewachs, Jessica Homolka, Curt Glaser and Hannah Andringa.

Members Absent: Charles Lewing, Aubrey Ptacek, Craig Freeman and Chase Bourbon.

The minutes of the March 23, 2022 meeting were reviewed. Jon moved to approve the minutes with the corrections of typos, Pete seconded, minutes approved.

The treasurer's report as of April 21, 2022 for the balance sheet and April 30, 2022 for the expense report were reviewed. Jon moved to approve the report, Debbie seconded, motion carried.

Dashboard:

REVOLVING LOANS: Stacie reported she had received approval from the executive officers to defer payments for Blended Roots and Kanopolis Drive-In. They paid their current interest.

Executive Director Communication

BOARD MEMBER CANDIDATE: Stacie stated she has a candidate from Citizens State Bank for Commissioner Bender's district, but does not live in his district. It was decided that Stacie give all the names she has and let Commissioner Bender decide if he will require his representative to live in his district.

ANNUAL CONFIDENTIALITY AGREEMENT: Hannah and Aubrey still need to sign the confidentiality agreement for 2022.

RELOCATION GUIDE: The Chamber of Commerce has offered to pay 70% of the cost of printing the brochure, \$1,037.00, provided they can co-brand the brochure. Curt moved to accept the offer, Pete seconded, motion carried.

WEBSITE: Stacie has redesigned the website and encouraged the board to review it.

NETWORK KS: Sarah LaRoush sent an email reporting that Network Kansas is in the finals of a grant for a Community Development program which will provide e-communities with additional tools and resources.

PASS THROUGH FUNDING REQUEST: Stacie requested that ECED be a pass through funding agent for a STEM (science, technology, engineering's and math) Camp for K through 6th grade. It will be for one week and limited to 35 students. Pete moved to approve the camp, Sarah seconded, motion carried. Stacie stated that part of his grant requires they

earn a matching \$5,000 for the camp. Since this camp would fall under our mission Debbie moved that ECED donate \$500.00 to the STEM Camp, Jessica seconded, motion carried.

CHAMBER OF COMMERCE REQUEST: Justin has received a request from Colby Richard to do a joint retreat with ECED. After much discussion it was decided to accept the request subject to 1) having a third party facilitate the retreat, 2) Purpose for the retreat made clear for discussion and 3) Both organizations come with written focus for the retreat.

Honorary Board Member Reports:

Chase: None

Hannah: None

Reports from Board Member Representatives

Jessica reported she had applied for the Kansas Leadership in Civic Engagement Fellowship at Wichita and was accepted.

Pete reported with the new congressional district realignment, Ellsworth County will now be in district #109. Peter is entering the race as a Libertarian.

The next board meeting will be May 25, 2022 at 7:00 p.m.

Debbie moved to adjourn the meeting at 8:28 p.m., Jon seconded, motion carried.

Respectfully,

Debra A. Kootz

Debra A. Kootz, ECED Secretary

**Ellsworth County Economic Development
Profit & Loss Budget vs. Actual
YTD 2022 Expenses vs. Annual Budget**

Ordinary Income/Expense	<u>Jan - Dec 22</u>	<u>Budget</u>	<u>% of Budget</u>
Income			
Annual Banquet Ticket Sales	799.00		
Application Fee	100.00	600.00	16.67%
City Dues			
City of Ellsworth	32,500.00	35,000.00	92.86%
City of Holyrood	3,600.00	3,600.00	100.0%
City of Kanopolis	4,200.00	4,200.00	100.0%
City of Lorraine	400.00	400.00	100.0%
City of Wilson	3,150.00	6,300.00	50.0%
Total City Dues	43,850.00	49,500.00	88.59%
Correction	0.00	0.00	0.0%
County Contribution	0.00	65,000.00	0.0%
Grant	1,200.00	0.00	100.0%
Grant Administration Fees	0.00	29,631.00	0.0%
Interest Income	18.91	191.96	9.85%
Leadership	0.00	3,600.00	0.0%
Membership	9,975.00	13,075.00	76.29%
Misc	0.36	26.11	1.38%
NexGen Event	365.00	0.00	100.0%
Professional Development Course	0.00	5,000.00	0.0%
Reimbursement	208.97	0.00	100.0%
Rental income	1,102.50	1,102.50	100.0%
Revolving Loan Annual Admin Fee	0.00	757.35	0.0%
Tax Credit Partner Program	23,000.00		
Total Income	80,619.74	168,483.92	47.85%
Expense			
Accounting Expense	1,025.00	2,150.00	47.67%
Advertising	903.29	4,713.43	19.16%
Annual Banquet expense	1,251.25		
Automobile Expense	0.00	0.00	0.0%
Bad Debt	0.00	0.00	0.0%
Balance due to County	0.00	15,000.00	0.0%
Bank Service Charges	73.56	109.08	67.44%
Bonus	0.00	0.00	0.0%
Community Outreach/Prof Develop	0.00	32.75	0.0%
Contract Labor	152.50	3,000.00	5.08%
Depreciation Expense	0.00	0.00	0.0%
Donation	60.00		
Dues and Subscriptions	655.90	3,148.93	20.83%
Education	46.50	7,500.00	0.62%
Filing Fee	150.50	1,493.00	10.08%
Gifts	0.00	500.00	0.0%
Grant Expense	0.00	0.00	0.0%

**Ellsworth County Economic Development
Profit & Loss Budget vs. Actual
YTD 2022 Expenses vs. Annual Budget**

	<u>Jan - Dec 22</u>	<u>Budget</u>	<u>% of Budget</u>
Insurance	0.00	650.00	0.0%
Leadership Expense	0.00	1,000.00	0.0%
Loan Payout	0.00	0.00	0.0%
Meals and Entertainment	472.64	2,668.14	17.71%
Membership Benefit	50.43	2,250.00	2.24%
Mileage & Travel	1,402.39	2,484.63	56.44%
Miscellaneous	0.00	0.00	0.0%
NexGen Event Expense	20.00	1,000.00	2.0%
Office Expense			
Checks	130.39	15.23	856.14%
Computer & Printer Equipment	854.22	2,516.73	33.94%
Gas and Electric	1,050.11	3,000.00	35.0%
Misc.	60.00	250.90	23.91%
Office Supplies	152.23	1,922.19	7.92%
Post Office Box	0.00	70.00	0.0%
Postage	0.00	134.84	0.0%
Rent Office Space	1,800.00	5,400.00	33.33%
Telephone	438.33	1,080.00	40.59%
Office Expense - Other	163.01	3,505.44	4.65%
Total Office Expense	<u>4,648.29</u>	<u>17,895.33</u>	<u>25.98%</u>
Payroll Expenses (County side)	0.00	51,000.00	0.0%
Payroll Taxes (County side)	0.00	15,300.00	0.0%
Printing and Reproduction	101.15	2,000.00	5.06%
Professional Fees/Legal			
Legal Fees	0.00	262.50	0.0%
Total Professional Fees/Legal	<u>0.00</u>	<u>262.50</u>	<u>0.0%</u>
Projects/Long Range Planning			
Business Seminar	0.00	1,800.00	0.0%
Projects/Long Range Planning - Other	850.00	2,400.00	35.42%
Total Projects/Long Range Planning	<u>850.00</u>	<u>4,200.00</u>	<u>20.24%</u>
Rebate - Professional Develop	0.00	0.00	0.0%
Repairs			
Building Repairs	0.00	0.00	0.0%
Computer Repairs	0.00	500.00	0.0%
Total Repairs	<u>0.00</u>	<u>500.00</u>	<u>0.0%</u>
Scholarship	0.00	750.00	0.0%
Taxes	0.00	1,770.98	0.0%
Travel & Conference Fees	296.18	3,000.00	9.87%
Utilities	0.00	0.00	0.0%
YEC Prize	3,850.00		
Total Expense	<u>16,009.58</u>	<u>144,378.77</u>	<u>11.09%</u>
Net Ordinary Income	64,610.16	24,105.15	268.04%
Other Income/Expense			
Other Expense			

Ellsworth County Economic Development
Profit & Loss Budget vs. Actual
YTD 2022 Expenses vs. Annual Budget

	<u>Jan - Dec 22</u>	<u>Budget</u>	<u>% of Budget</u>
Other Expenses	0.00	20,000.00	0.0%
Transfers	0.00	0.00	0.0%
Total Other Expense	0.00	20,000.00	0.0%
Net Other Income	0.00	-20,000.00	0.0%
Net Income	<u>64,610.16</u>	<u>4,105.15</u>	<u>1,573.88%</u>

**Ellsworth County Economic Development
Transactions by Account
As of May 31, 2022**

1:59 PM
05/19/22
Cash Basis

Type	Date	Num	Name	Memo	Clr	Split	Original Amount	Paid Amount	Balance
Cash in First Bank Chkg Special									
Check	05/03/2022	DC	Canva	Deposit		Advertising	-12.95	-12.95	54,965.20
Deposit	05/03/2022					-SPLIT-	190.00	190.00	54,952.25
Check	05/06/2022	DC	KANSAS SECRET...	Ks Cert of Good Standing ...		Filing Fee	-12.50	-12.50	55,142.25
Check	05/09/2022	DC	Dollar General	Small Business week nom...		Membership Benefit	-50.43	-50.43	55,129.75
Check	05/10/2022		Google	Storage on email		Computer & Printer ...	-1.99	-1.99	55,079.32
Deposit	05/10/2022			Deposit		Undeposited Funds	350.00	350.00	55,077.33
Deposit	05/16/2022			Deposit		-SPLIT-	300.00	300.00	55,427.33
Check	05/18/2022	DC	Munchkinz Bakery			Meals and Entertain...	-29.61	-29.61	55,697.72
Deposit	05/19/2022			Superwomen Photo Board...		NexGen Event	40.00	40.00	55,737.72
Total Cash in First Bank Chkg Special									
Cash in First Bank Revolving									
Transfer	05/03/2022			May payment		Notes Rec - Barta I...	460.28	460.28	26,202.84
Transfer	05/03/2022			April/May		Note rec.-Anthony ...	532.00	532.00	26,663.12
Transfer	05/03/2022			May		Notes Rec-Petty Co...	450.00	450.00	27,195.12
Total Cash in First Bank Revolving									
CSB Operating Account									
Check	05/10/2022		H & B Communicati...			Telephone	-87.81	-87.81	133,384.36
Total CSB Operating Account									
Grow Ellsworth E-Community Fund									
Transfer	05/02/2022			April Interest Only Payment		Note Rec- Blended ...	150.12	150.12	1,778.00
Transfer	05/02/2022			May		Notes Rec - B & K ...	500.00	500.00	1,928.12
Check	05/02/2022	1067	Kansas Center for ...	B & K Rupp		E-Community Loan ...	-490.00	-490.00	2,428.12
Check	05/02/2022	1068	Kansas Center for ...	Blended Roots Interest Only		E-Community Loan ...	-150.12	-150.12	1,938.12
Check	05/03/2022	1069	Kansas Center for ...	May		Notes Receivable - ...	489.69	489.69	1,788.00
Check	05/03/2022			May High Jinks		E-Community Loan ...	-479.69	-479.69	2,277.69
Transfer	05/10/2022	1070	Kansas Center for ...	May Thornton Auto		Notes Rec - Thornt...	487.29	487.29	1,798.00
Check	05/10/2022			May Thornton Auto		E-Community Loan ...	-477.29	-477.29	2,285.29
Check	05/13/2022	1071	Kansas Center for ...	May Munchkinz		Notes Rec - Munch...	336.00	336.00	1,808.00
Transfer	05/18/2022			May Interest only		E-Community Loan ...	-326.00	-326.00	2,144.00
Transfer	05/18/2022			K & K May		Note Rec- Blended ...	150.12	150.12	1,818.00
Transfer	05/18/2022			Thornton Auto June		Notes Rec - K & K ...	488.00	488.00	1,968.12
Check	05/18/2022	1072	Kansas Center for ...	May Interest Only Blended...		Notes Rec - Thornt...	487.29	487.29	2,456.12
Check	05/18/2022	1073	Kansas Center for ...	June K & K Carwash		E-Community Loan ...	-150.12	-150.12	2,943.41
Check	05/18/2022	1074	Kansas Center for ...	June Thornton Auto		E-Community Loan ...	-478.00	-478.00	2,793.29
Total Grow Ellsworth E-Community Fund									
									1,838.00
TOTAL									2,186.99
									218,517.39

Ellsworth County Economic Development

Balance Sheet

As of May 19, 2022

May 19, 22

ASSETS

Current Assets

Checking/Savings

Cash in First Bank Chkg Special	55,737.72
Cash in First Bank Revolving	27,645.12
CSB Operating Account	133,296.55
Grow Ellsworth E-Community Fund	1,838.00
Total Checking/Savings	218,517.39

Other Current Assets

GDB Investments	5,181.71
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Note Rec- Blended Roots	36,536.12	DEFERRED
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Note rec.--Anthony Hopkins	6,593.18
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Note Rec. -- Kanopolis Drive-In	2,331.95	DEFERRED
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Note rec. - SHRustic, LLC	2,464.23
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Note receivable - Mark Roehrman	5,606.90
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Notes Rec - B & K Rupp LLC	38,879.38
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Notes Rec - Barta Investments	43,719.96
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Notes Rec - K & K Carwash	37,420.41
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Notes Rec - Kansas Foods, LLC	11,922.10
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Notes Rec - Margaret Kepka	4,218.83
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Notes Rec - Munchkinz Bakery	28,053.11
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Notes Rec - Oak Creek Chiro	220,280.22	DEFERRED
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Notes Rec - Thornton Auto	43,833.57
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Notes Receivable - High Jinks	35,196.07
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NotesRec - Petersen Enterprise	40,773.86	PAST DUE
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Notes Rec - D.Petty	14,551.56
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Total Other Current Assets	577,563.17
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Fixed Assets

Highway 14 Assets	8,440.00
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Hospital Addition Assets	61,050.00
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Total Fixed Assets	69,490.00
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TOTAL ASSETS	865,570.56
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E-Community	216,858.95
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KCIF	220,280.22
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Start Up Kansas	43,833.57
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Loan Balances Not Returning	480,972.74
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Actual Assets	384,597.82
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