

Ellsworth County Economic Development
MINUTES
Board of Directors Meeting
February 22, 2023

The meeting was called to order by president, Justin Lindsley at 7:00 p.m.

Member Present: Stacie Schmidt, Justin Lindsley, Sarah Freeman, Jessica Homolka, Peter Solie, Jon Halbgewachs, Colby Richard, Kregg Clarke, Jim Kirkbride, Karen Bonar, Layton Leiker and Chase Bourbon and Debbie Kootz via phone.

Members Absent: Craig Freeman, Aubrey Ptacek, Curt Glaser

The minutes of the January 25, 2023 meeting were reviewed. Jon moved to approve the minutes, Colby seconded, minutes approved.

The treasurer's report as of February 16, 2023 for the balance sheet and expense report were reviewed by Stacie. The short sale of Blended Roots has not closed yet. The short sale is estimated to be \$15,800. We have negotiated a new amortization schedule and amended promissory note with the sellers and will collect the balance unsecured. Pete moved to approve the report, Jon seconded, motion carried.

Dashboard:

Reviewed by Stacie. It was requested to add numbers to the membership data for clarity and ease in understanding.

Executive Director Communication

Confidentiality/Conflict of Interest: Justin and Karen still need to sign.

2023 Budget Approval: Pete moved to approve the budget with the addition of \$4,000 golf tournament and \$6,500 membership increase to balance the budget. Jon seconded, motion carried.

Update on Assistant Director: Proceed with option one to interview for an assistant director.

Bylaws: Stacie reviewed the changes that Melissa Miller, attorney, made to the bylaws as we requested. Rachel moved to ratify the bylaws with the grammatical changes, Jim seconded, motion carried.

Annual Meeting: The EHS FFA group will be serving the meal.

Annual Meeting Award: Unity Award: Mental Health Coalition

Growth Award: Feeding the Children of Central Kansas

Ingenuity Award: Ellsworth Correctional Facility

Chamber Blue MOU:

We have to pay a Chamber membership fee of \$75 and then business belonging to Grow Ellsworth will be eligible in January of 2024 to obtain health insurance through this plan. Karen moved to approve becoming a member of Chamber Executives of Kansas, Inc. and authorized Justin to sign the MOU. Jim seconded.

Fee Agreement from SH&M: Colby moved to approve the fee agreement and authorized Justin to sign the fee agreement, with SHH receiving a Strategic Level in-kind membership for the year 2023, Rachel seconded, motion carried.

Certificate of Deposit: Ellsworth Federal Bank was selected.

Stacie reviewed the schedule of events.

Honorary Board Member Welcome

Chase and Layton: Both reviewed their experience at Monday's Youth Entrepreneurship Challenge and visiting the 4th grade classroom to talk about their business and economics module. The Dane Hansen Forum is coming up on March 8, and they will be attending to represent Ellsworth County in roundtable discussions on youth engagement.

Reports from Board Member Representatives

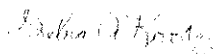
Colby relayed that there is still a surprising number of disconnects in the community about the Chamber and Economic Development merger.

Pete relayed that Lorraine sold the downtown former café to a gunsmith from out of the area.

Next board meeting will be our annual meeting March 22, at the American Legion at 6:00 p.m.

Jon moved to adjourn the meeting at 7:50 p.m., Pete seconded, motion carried.

Respectfully,



Debra A. Kootz, ECED Secretary

Ellsworth County Economic Development Balance Sheet

As of April 19, 2023

Apr 19, 23

ASSETS

Current Assets

Checking/Savings

Cash in First Bank Chkg Special	111,611.85
Cash in First Bank Revolving	27,016.62
CSB Operating Account	83,158.49
Grow Ellsworth E-Community Fund	2,862.00
Certificate of Deposit	100,000.00
Total Checking/Savings	324,648.96

Other Current Assets

Note Rec- Blended Roots	19,260.15
Note rec.--Anthony Hopkins	3,819.61
Note Rec. -- Kanopolis Drive-In	2,331.95
Note rec. - SHRustic, LLC	1,058.18
Note Receivable - GDB Inv LLC1	3,319.56
Notes Rec - B & K Rupp LLC	35,113.97
Notes Rec - Barta Investments	40,130.75
Notes Rec - Coach & Four	19,680.47
Notes Rec - K & K Carwash	34,132.73
Notes Rec - Kansas Foods, LLC	8,337.30
Notes Rec - Margaret Kepka	2,673.24
Notes Rec - Munchkinz Bakery	25,648.65
Notes Rec - Oak Creek Chiro	205,870.91
Notes Rec - Thornton Auto	40,831.20
Notes Rec - Walker	35,727.48
Notes Receivable - High Jinks	31,480.02
NotesRec - Petersen Enterprise	37,038.36
Notes Rec - Raised Rustic	21,000.00
Total Other Current Assets	567,454.53
Total Current Assets	892,103.49

Fixed Assets

Accumulated depreciation	-347.05
Furniture and equipment	7,775.31
Highway 14 Assets	8,440.00
Hospital Addition Assets	61,050.00

Total Fixed Assets 76,918.26

TOTAL ASSETS **969,021.75**

E-Community	218,401.37
KCIF	205,870.91
StartUp Kansas	40,831.20

Loan Balances Not Returning	465,103.48
Assets less balances not returning	503,918.27

Ellsworth County Economic Development Profit & Loss Budget vs. Actual YTD 2023 Expenses vs. Annual Budget

Ordinary Income/Expense	Jan - Dec 23	Budget	% of Budget
Income			
Annual Banquet Ticket Sales	825.00	450.00	183.33%
Application Fee	0.00	200.00	0.0%
City Dues			
City of Ellsworth	50,400.00	50,400.00	100.0%
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	61,750.00	64,900.00	95.15%
County Contribution	0.00	71,500.00	0.0%
Donations	200.00		
E-Community Administrative Fund	0.00	0.00	0.0%
Fundraiser - Flower Campaign	650.00		
Golf Tournament	0.00	4,000.00	0.0%
Grant	0.00	3,850.00	0.0%
Grant - Mural Making	0.00	0.00	0.0%
Grant - STEM Camp	0.00	0.00	0.0%
Grant Administration Fees	0.00	0.00	0.0%
Interest Income	66.13	127.04	52.05%
Leadership	0.00	2,550.00	0.0%
Loan	0.00	0.00	0.0%
Loan Origination/Admin Fee	0.00	100.00	0.0%
Membership	26,150.00	28,500.00	91.75%
Misc	1,624.02	0.36	451,116.67%
NexGen Event	0.00	0.00	0.0%
Professional Development Course	0.00	0.00	0.0%
Reimbursement	432.61	0.00	100.0%
Rental income	1,102.50	1,102.50	100.0%
RLF Reimbursement	0.00	730.78	0.0%
STEM Camp- Fundraising (pie)	0.00	0.00	0.0%
STEM Camp - Sponsorship	520.00	0.00	100.0%
Tax Credit Partner Program	0.00	0.00	0.0%
Workforce Incentive - NWKEICI	0.00	0.00	0.0%
Total Income	93,320.26	178,010.68	52.42%
Expense			
Accounting Expense	75.00	2,675.00	2.8%
adjustment	0.00	0.00	0.0%
Advertising	1,821.06	3,750.00	48.56%
Annual Banquet expense	2,713.32	1,000.00	271.33%
Balance due to County	0.00	18,000.00	0.0%
Bank Service Charges	29.48	104.64	28.17%
Bonus	5,750.00	0.00	100.0%

Ellsworth County Economic Development Profit & Loss Budget vs. Actual YTD 2023 Expenses vs. Annual Budget

	<u>Jan - Dec 23</u>	<u>Budget</u>	<u>% of Budget</u>
Contract Labor	0.00	152.50	0.0%
Donation	0.00	75.00	0.0%
Dues and Subscriptions	966.66	2,641.64	36.59%
Education	25.00	1,200.00	2.08%
Fees	0.00		
Filing Fee	0.00	132.50	0.0%
Flower Fundraiser - Expense	650.00		
Gifts	250.00	0.00	100.0%
Insurance	36.90	484.00	7.62%
Leadership Expense	60.83	250.00	24.33%
Marketing Services	0.00	4,800.00	0.0%
Meals and Entertainment	876.65	1,100.00	79.7%
Membership Benefit	180.83	2,750.00	6.58%
Membership Solicitation	83.20		
Mileage & Travel	1,087.95	3,808.31	28.57%
Miscellaneous	477.37	0.00	100.0%
Mural Making - Grant Expense	0.00	0.00	0.0%
NexGen Event Expense	0.00	2,400.00	0.0%
Office Expense			
Checks	364.48	130.39	279.53%
Computer & Printer Equipment	1,625.49	3,318.26	48.99%
Gas and Electric	943.28	1,816.75	51.92%
Misc.	119.24	327.25	36.44%
Office Expense - Chamber Phone	157.14		
Office Supplies	480.73	1,244.00	38.64%
Post Office Box	0.00	74.00	0.0%
Postage	9.00	187.63	4.8%
Rent Office Space	1,350.00	5,400.00	25.0%
Telephone	773.81	1,053.00	73.49%
Office Expense - Other	222.01	163.01	136.19%
Total Office Expense	<u>6,045.18</u>	<u>13,714.29</u>	<u>44.08%</u>
Payroll Expenses (County side)	0.00	81,415.00	0.0%
Payroll Taxes (County side)	0.00	24,425.00	0.0%
Printing and Reproduction	191.93	1,551.50	12.37%
Professional Fees/Legal	0.00	375.00	0.0%
Project Seed Money	0.00	0.00	0.0%
Projects/Long Range Planning			
Business Seminar	0.00	0.00	0.0%
Projects/Long Range Planning - Other	347.88	0.00	100.0%
Total Projects/Long Range Planning	<u>347.88</u>	<u>0.00</u>	<u>100.0%</u>
Repairs			
Computer Repairs	0.00	0.00	0.0%
Total Repairs	<u>0.00</u>	<u>0.00</u>	<u>0.0%</u>
RLF Servicing Fee	0.00	730.78	0.0%

**Ellsworth County Economic Development
 Profit & Loss Budget vs. Actual
 YTD 2023 Expenses vs. Annual Budget**

	<u>Jan - Dec 23</u>	<u>Budget</u>	<u>% of Budget</u>
Scholarship	0.00	1,000.00	0.0%
STEM Camp- Sponsorship	1,760.00	0.00	100.0%
STEM Camp-Pie Fundraising Expen	0.00	0.00	0.0%
STEM Camp Fundraising (pies)	0.00	0.00	0.0%
Taxes	0.00	2,378.72	0.0%
Tourism Expense	1,083.20		
Travel & Conference Fees	377.27	3,000.00	12.58%
Utilities	0.00		
Workforce Incentive Expense	5,000.00	0.00	100.0%
YEC Prize	3,359.68	3,850.00	87.26%
Total Expense	<u>33,249.39</u>	<u>177,763.88</u>	<u>18.7%</u>
Net Ordinary Income	<u>60,070.87</u>	<u>246.80</u>	<u>24,339.9%</u>
Net Income	<u><u>60,070.87</u></u>	<u><u>246.80</u></u>	<u><u>24,339.9%</u></u>

**Ellsworth County Economic Development
Transactions by Account
As of April 30, 2023**

Type	Date	Num	Name	Memo	Cr	Split	Original Amount	Paid Amount	Balance
Cash In First Bank Chkg Special									
Check	04/03/2023	DC	Genva						108,855.37
Deposit	04/03/2023			Deposit		Dues and Subscriptions	-12.85	-12.85	108,842.42
Deposit	04/03/2023			KanEquip		Undersized Funds	432.61	432.61	107,275.03
Deposit	04/03/2023			Kwens		Membership	250.00	250.00	107,525.03
Deposit	04/04/2023			Genes		Membership	150.00	150.00	107,675.03
Deposit	04/05/2023			Snack Shack		Membership	250.00	250.00	107,925.03
Deposit	04/05/2023			Connally Agency		Membership	250.00	250.00	108,175.03
Check	04/05/2023	DC	DeLuxe Check			Checks	500.00	500.00	108,675.03
Check	04/05/2023	DC	Thingfok			Dues and Subscriptions	-111.88	-111.88	108,563.15
Check	04/05/2023	DC	Google	Storage on email		Computer & Printer Equipment	-300.00	-300.00	108,263.15
Deposit	04/11/2023			Thomson Auto		Membership	-1.99	-1.99	108,261.16
Deposit	04/11/2023			Cashco		Membership	250.00	250.00	108,511.16
Deposit	04/11/2023			Rolling Hike Electric		Membership	3,000.00	3,000.00	111,511.16
Deposit	04/12/2023	DC	Amazon	Roger Peaszon		Donations	250.00	250.00	111,761.16
Check	04/12/2023	DC	Subway	3 Wilson, 14 Central Plains, 44 EHS		Projects/Long Range Planning	200.00	200.00	111,561.16
Check	04/13/2023	DC	Dollar General	Lunch & Learn		Meals and Entertainment	-247.88	-247.88	111,732.28
Check	04/14/2023	DC	Dollar General	Lunch & Learn water and chips		Meals and Entertainment	-71.75	-71.75	111,641.53
Check	04/14/2023	2085	National Inventors Hall of Fame	Hewey - Iam Kwansis scholarship		STEM Camp- Sponsorship	-19.88	-19.88	111,621.65
Deposit	04/19/2023			Kansas Originals		Membership	-260.00	-260.00	111,361.65
Total Cash in First Bank Chkg Special									
Cash In First Bank Revolving									
Transfer	04/02/2023			March/April		Notes Rec - Anthony Hopkins	532.00		48,898.04
Transfer	04/04/2023			April		Notes Rec - Barta Investments	460.28		47,200.04
Check	04/07/2023			Security 1st Title		Loan Payout	-21,000.00	460.28	47,660.32
Check	04/07/2023			First Bank Kansas		Bank Service Charges	-5.00	-5.00	26,660.32
Transfer	04/11/2023			Funds Transfer		Notes Rec - Kansas Foods, LLC	361.30		27,016.62
Total Cash in First Bank Revolving									
CSB Operating Account									
Check	04/14/2023	1171	H & B Communication			Telephone	-337.50	-337.50	86,537.74
Check	04/14/2023	1172	Nax-Tech Wireless			Office Expense - Chamber Phone	-25.94	-25.94	86,200.24
Check	04/14/2023	1173	Powerplay Marketing			Advertising	-450.00	-450.00	85,750.30
Check	04/14/2023	1174	UV & S			Misc.	-37.00	-37.00	85,687.30
Check	04/14/2023	1175	Xerox Financial Services			Computer & Printer Equipment	-139.54	-139.54	85,547.76
Check	04/14/2023	1176	ImageQuest			Computer & Printer Equipment	-11.50	-11.50	85,536.28
Check	04/14/2023	1177	Xerox Financial Services			Computer & Printer Equipment	-204.73	-204.73	85,331.53
Check	04/14/2023	1178	Robson's			Office Supplies	-108.04	-108.04	85,223.49
Check	04/14/2023	1179	Lamar			Tourism Expense	-65.00	-65.00	85,158.49
Check	04/14/2023	1180	Kyle Timms			Bonus	-2,000.00	-2,000.00	83,158.49
Total CSB Operating Account									
Grow Ellsworth E-Community Fund									
Transfer	04/03/2023			High Jinks		Notes Receivable - High Jinks	485.69	485.69	2,822.00
Check	04/03/2023	1167	Kansas Center for Entrepreneurship			E-Community Loan Payment	-479.69	-479.69	2,832.00
Transfer	04/04/2023			Funds Transfer		Notes Rec - B & K Rupp LLC	500.00	500.00	3,332.00
Check	04/04/2023	1168	Kansas Center for Entrepreneurship			E-Community Loan Payment	-490.00	-490.00	2,842.00
Transfer	04/04/2023			Funds Transfer		Notes Rec - Peterson Enterprise	488.00	488.00	3,330.00
Check	04/04/2023	1169	Kansas Center for Entrepreneurship			E-Community Loan Payment	-478.00	-478.00	2,852.00

Ellsworth County Economic Development
Transactions by Account
As of April 30, 2023

Type	Date	Num	Nctrs	Memo	Clr	Split	Original Amount	Paid Amount	Balance
Transfer	04/05/2023			Thornton			487.29	487.29	3,339.29
Check	04/05/2023	1170	Kansas Center for Entrepreneurship	Thornton			-477.29	-477.29	2,862.00
							40.00	40.00	2,862.00
							-18,234.13	-18,234.13	224,644.95

Total Grow Ellsworth E-Community Fund
TOTAL