

Ellsworth County Economic Development  
MINUTES  
Board of Directors Meeting  
November 30, 2022

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

Member Present: Stacie Schmidt, Justin Lindsley, Debbie Kootz, Sarah Freeman, Craig Freeman, Peter Solie, Charles Lewing, Aubrey Ptacek, Rachael Barta, Layton Leiker and Chase Bourbon.

Members Absent: Curt Glaser, Jon Halbgewachs, Jessica Homolka

The minutes of the 10-26-2022 meeting were reviewed. Peter moved to approve the minutes, Rachel seconded, minutes approved.

The treasurer's report as of 11-23-2022 for the balance sheet and expense report were reviewed by Stacie. Blended Roots is showing delinquent, but they are sending a payment. There is a possible short sale. Stacie will contact them to see how to handle that. Sarah moved to approve the report, Aubrey seconded, motion carried.

**Executive Director Communication**

*Grants Update:* Applying for Networked Community Solutions Grant of \$10,000.  
Have not heard anything on the Moderate Income Housing.  
Have received funds from Smoky Hill Charitable Foundation for the Camp Invention.  
Received \$2,500 from the County for LATCF.

*Murals:* All murals have been completed and are awaiting \$1,000, which has been approved from State of Kansas after receiving receipt from Aaron Johnson, Paden's Place owner, on his portion of the wall repair that has the largest mural.

*Upcoming Events:* The Grant Writing Workshop will be held 1-5-2023 at the JH Robbins Memorial Library in Ellsworth and the Youth Entrepreneurship Challenge will be 2-20-23 at the Ellsworth High School. The YEC will be open to any Ellsworth County 7<sup>th</sup> through 12<sup>th</sup> student resident. Stacie asked for volunteers for judging this event. Debbie volunteered

**Merger discussion and vote**

The chamber met last night and they made and passed the following motions:

- 1) Sign the Waiver of Conflict of Interest by Sherman, Hoffman & Miller
- 2) Merge and dissolve contingent upon approval of ECED
- 3) Add the following 4 board members: Colby Richard, Jim Kirkbride, Karen Bonar, Kregg Clarke

They will bring to the organization \$5,000 cash, bed tax for the city of Ellsworth that they have not received, gift check checking account, and furnishings.

Justin said they met with all of City Entities and the County Commissioners and it was received favorably. The survey that was sent to the stakeholders off the Chamber had a 96% positive response.

Craig moved to proceed with the merger subject to approval of the legal agreement, Aubrey seconded. It was suggested that we amend the bylaws to include county residency. Motion carried.

### **New Employee**

Stacie asked if we should appoint a search committee. Peter and Debbie volunteered along with Stacie.

Title: Assistant Director

Salary: \$35,000

### **Executive Session**

The board entered executive session for 10 minutes at 7:32 to discuss the Executive Directors Annual Review followed Salary discussion. At 7:42. Peter moved to leave executive session, Aubrey seconded, motion carried.

Sarah motion moved to offer Stacie a salary increase of \$2,500 and a \$7,500 bonus, seconded by Peter, motion carried.

Peter moved to amend clarify the motion to begin the salary increase January 1, 2023 and allow Stacie the discretion of taking her bonus in 2022 or 2023, seconded by Debbie, motion carried.

### **Honorary Board Member**

Chase and Layton: Starting to work on a group mental health for the high school.

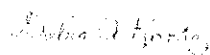
### **Reports from Board Member Representatives**

Craig stated that there would be a New Years Eve event at the Barn in Wilson. Cost is \$10 per person.

Next board meeting will be January 25, 2023 at 7:00 p.m.

Peter moved to adjourn the meeting, Aubrey seconded, motion carried.

Respectfully,



Debra A. Kootz, ECED Secretary

## Ellsworth County Economic Development Balance Sheet

As of January 20, 2023

Jan 20, 23

**ASSETS**

**Current Assets**

**Checking/Savings**

Cash in First Bank Chkg Special	104,528.64
Cash in First Bank Revolving	41,189.12
CSB Operating Account	190,768.56
Grow Ellsworth E-Community Fund	2,638.00
<b>Total Checking/Savings</b>	<b>339,124.32</b>

**Other Current Assets**

Note Rec- Blended Roots	36,536.12
Note rec.--Anthony Hopkins	4,840.29
Note Rec. -- Kanopolis Drive-In	2,331.95
Note rec. - SHRustic, LLC	1,317.14
Note Receivable - GDB Inv LLC1	3,664.38
Notes Rec - B & K Rupp LLC	36,136.73
Notes Rec - Barta Investments	41,137.62
Notes Rec - K & K Carwash	34,804.93
Notes Rec - Kansas Foods, LLC	9,330.53
Notes Rec - Margaret Kepka	2,959.83
Notes Rec - Munchkinz Bakery	26,022.56
Notes Rec - Oak Creek Chiro	209,105.70
Notes Rec - Thornton Auto	41,745.06
Notes Rec - Walker	36,527.20
Notes Receivable - High Jinks	32,517.07
NotesRec - Petersen Enterprise	38,420.37
NotesRec - Coach & Four	21,300.00

**Total Other Current Assets** 578,697.49

**Total Current Assets** 917,821.81

**Fixed Assets**

Highway 14 Assets 8,440.00

Hospital Addition Assets 61,050.00

**Total Fixed Assets** 69,490.00

**TOTAL ASSETS** 987,311.81

E-Community	\$214,942.42
KCIF	209,105.70
Start UpKansas	41,745.06

Loan Balances Not Returning \$465,793.18

Assets less balances not returning \$521,518.62

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

Ordinary Income/Expense	Jan - Dec 23	Budget	% of Budget
<b>Income</b>			
Annual Banquet Ticket Sales	0.00	450.00	0.0%
Application Fee	0.00	200.00	0.0%
<b>City Dues</b>			
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	0.00	6,300.00	0.0%
<b>Total City Dues</b>	<b>58,600.00</b>	<b>64,900.00</b>	<b>90.29%</b>
County Contribution	0.00	71,500.00	0.0%
E-Community Administrative Fund	0.00	0.00	0.0%
Fundraiser - Flower Campaign	25.00		
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	0.00	127.04	0.0%
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	8,250.00	22,000.00	37.5%
Misc	1,697.16	0.36	471,433.33% *Chamber
NexGen Event	0.00	0.00	0.0%
Professional Development Course	0.00	0.00	0.0%
Reimbursement	0.00	0.00	0.0%
Rental income	0.00	1,102.50	0.0%
RLF Reimbursement	0.00	730.78	0.0%
STEM Camp- Fundraising (pie)	0.00	0.00	0.0%
STEM Camp - Sponsorship	0.00	0.00	0.0%
Tax Credit Partner Program	0.00	0.00	0.0%
Workforce Incentive - NWKEICI	0.00	0.00	0.0%
<b>Total Income</b>	<b>68,572.16</b>	<b>167,510.68</b>	<b>40.94%</b>
<b>Expense</b>			
Accounting Expense	0.00	2,675.00	0.0%
adjustment	0.00	0.00	0.0%
Advertising	132.00	3,750.00	3.52%
Annual Banquet expense	0.00	1,000.00	0.0%
Balance due to County	0.00	18,000.00	0.0%
Bank Service Charges	0.00	104.64	0.0%
Bonus	0.00	0.00	0.0%
Contract Labor	0.00	152.50	0.0%
Donation	0.00	75.00	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>
Dues and Subscriptions	74.06	2,641.64	2.8%
Education	0.00	1,200.00	0.0%
Filing Fee	0.00	132.50	0.0%
Gifts	0.00	0.00	0.0%
Insurance	0.00	484.00	0.0%
Leadership Expense	0.00	250.00	0.0%
Loan Payout	0.00	0.00	0.0%
Marketing Services	0.00	4,800.00	0.0%
Meals and Entertainment	144.65	1,100.00	13.15%
Membership Benefit	0.00	2,750.00	0.0%
Mileage & Travel	0.00	3,808.31	0.0%
Miscellaneous	437.88	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	0.00	130.39	0.0%
Computer & Printer Equipment	1.99	3,318.26	0.06%
Gas and Electric	0.00	1,816.75	0.0%
Misc.	0.00	327.25	0.0%
Office Expense - Chamber Phone	79.18		
Office Supplies	27.61	1,244.00	2.22%
Post Office Box	0.00	74.00	0.0%
Postage	0.00	187.63	0.0%
Rent Office Space	0.00	5,400.00	0.0%
Telephone	0.00	1,053.00	0.0%
Office Expense - Other	0.00	163.01	0.0%
<b>Total Office Expense</b>	<b>108.78</b>	<b>13,714.29</b>	<b>0.79%</b>
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	0.00	1,551.50	0.0%
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	0.00	0.00	0.0%
<b>Total Projects/Long Range Planning</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>
Repairs			
Computer Repairs	0.00	0.00	0.0%
<b>Total Repairs</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>
RLF Servicing Fee	0.00	730.78	0.0%
Scholarship	0.00	1,000.00	0.0%
STEM Camp- Sponsorship	0.00	0.00	0.0%
STEM Camp-Pie Fundraising Expen	0.00	0.00	0.0%
STEM Camp Fundraising (pies)	0.00	0.00	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>
Taxes	0.00	2,378.72	0.0%
Travel & Conference Fees	0.00	3,000.00	0.0%
Workforce Incentive Expense	500.00	0.00	100.0%
YEC Prize	0.00	3,850.00	0.0%
<b>Total Expense</b>	<u>1,397.37</u>	<u>177,763.88</u>	<u>0.79%</u>
<b>Net Ordinary Income</b>	<u>67,174.79</u>	<u>-10,253.20</u>	<u>-655.16%</u>
<b>Net Income</b>	<u><u>67,174.79</u></u>	<u><u>-10,253.20</u></u>	<u><u>-655.16%</u></u>

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01/20/23

Cash Basis

# Ellsworth County Economic Development Transactions by Account As of January 31, 2023

Type	Date	Num	Name	Memo	Clr	Split	Original Amount	Paid Amount	Balance
<b>Cash in First Bank Chkg Special</b>									
Deposit	01/03/2023			NexTech Wireless,LLC		Membership	500.00	500.00	99,811.84
Deposit	01/03/2023			Hi Plains Sand Inc.		Membership	150.00	150.00	100,311.84
Deposit	01/04/2023			Long & Associates		Membership	250.00	250.00	100,461.84
Deposit	01/04/2023			Deposit		Undeposited Funds	250.00	250.00	100,711.84
Deposit	01/04/2023			Midwest Energy		Membership	250.00	250.00	100,961.84
Deposit	01/05/2023			Hoffman LLC		Membership	150.00	150.00	101,211.84
Check	01/05/2023	DC	Dollar General	Water for Grant Writing W...		Office Supplies	-27.61	150.00	101,361.84
Check	01/06/2023	DC	Gene's IGA	Grant Writing Workshop m...		Miscellaneous	-405.00	-27.61	101,334.23
Deposit	01/06/2023		Ellsworth County In...	Deposit		Membership	250.00	250.00	100,929.23
Deposit	01/09/2023			H & B Communications		Membership	500.00	500.00	101,479.23
Check	01/09/2023	DC	Google	The Pines		Membership	150.00	500.00	101,679.23
Deposit	01/11/2023			Storage on email		Computer & Printer ...	-1.99	150.00	101,829.23
Check	01/11/2023	DC	Hattie Jos	Deposit		Undeposited Funds	250.00	250.00	101,827.24
Check	01/12/2023	DC	Paden's	VOID: Host Regional Rou...	X	Meals and Entertain...	0.00	0.00	102,077.24
Check	01/12/2023	DC	Nex-Tech Wireless	Host Regional Roundtable		Meals and Entertain...	-20.00	-20.00	102,057.24
Deposit	01/12/2023			2months past due		Office Expense - Ch...	-79.18	-79.18	101,978.06
Deposit	01/12/2023			Deposit		Undeposited Funds	250.00	250.00	102,228.06
Deposit	01/12/2023			Citizens State Bank		Membership	500.00	500.00	102,728.06
Deposit	01/13/2023			Wilson Communications		Membership	500.00	500.00	103,228.06
Check	01/17/2023	DC	Subway	Robsons		Membership	500.00	500.00	103,728.06
Check	01/17/2023	DC	Wix	Strategic Doing Luncheon		Meals and Entertain...	-124.65	-124.65	103,603.41
Check	01/17/2023	DC	Tockify	Community Calendar Annu...		Advertising	-132.00	-132.00	103,471.41
Deposit	01/17/2023			Deposit		Dues and Subscripti...	-74.06	-74.06	103,397.35
Deposit	01/17/2023			Nemnich's True Value		Undeposited Funds	250.00	250.00	103,647.35
Deposit	01/17/2023			ECLC		Membership	500.00	500.00	104,147.35
Deposit	01/17/2023			Wenz Interiors		Membership	250.00	250.00	104,397.35
Check	01/17/2023	2071	Tristan Blum	Tristan Blum		Membership	250.00	250.00	104,647.35
Check	01/17/2023	DC	Gene's IGA	Strategic Doing		Workforce Incentive...	-500.00	-500.00	104,147.35
Deposit	01/20/2023			KSRE		Miscellaneous	-32.88	-32.88	104,114.47
Check	01/20/2023	DC	Pizza Hut	ALumn meeting		Membership	150.00	150.00	104,264.47
Deposit	01/20/2023			Deposit		Leadership	-60.83	-60.83	104,203.64
Deposit	01/20/2023			Caleb Schultz Agency		-SPLIT-	75.00	75.00	104,278.64
Deposit	01/20/2023					Membership	250.00	250.00	104,528.64
<b>Total Cash in First Bank Chkg Special</b>									
<b>Cash in First Bank Revolving</b>									
Transfer	01/04/2023			Funds Transfer		Notes Rec - Kansas...	361.30	361.30	40,367.54
Transfer	01/06/2023			January		Notes Rec - Barta I...	460.28	460.28	40,728.84
<b>Total Cash in First Bank Revolving</b>									
<b>CSB Operating Account</b>									
Check	01/03/2023	1141	Stacie Schmidt	Half 2023		Bonus	-3,750.00	-3,750.00	134,271.40
Deposit	01/04/2023			From Chamber to close ac...		Misc	1,647.16	1,647.16	130,521.40
Deposit	01/17/2023			Deposit		-SPLIT-	55,000.00	55,000.00	132,168.56
Deposit	01/20/2023			Deposit		Undeposited Funds	3,600.00	3,600.00	187,168.56
<b>Total Cash in First Bank Revolving</b>									
<b>Total Cash in First Bank Chkg Special</b>									
<b>Total Cash in First Bank Revolving</b>									
<b>Total Cash in First Bank Chkg Special</b>									

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01/20/23  
Cash Basis

**Ellsworth County Economic Development  
Transactions by Account  
As of January 31, 2023**

Type	Date	Num	Name	Memo	Clr	Split	Original Amount	Paid Amount	Balance
Total CSB Operating Account									
<b>Grow Ellsworth E-Community Fund</b>									
Transfer	01/03/2023			Funds Transfer					190,768.56
Check	01/03/2023	1131	Kansas Center for E...	High Jinks		Notes Receivable - ...	489.69	489.69	2,558.00
Transfer	01/03/2023			Funds Transfer		E-Community Loan ...	-479.69	-479.69	3,047.69
Check	01/03/2023	1132	Kansas Center for E...	B & K Rupp		Notes Rec - B & K ...	600.00	600.00	2,568.00
Transfer	01/03/2023			Funds Transfer		E-Community Loan ...	-590.00	-590.00	3,168.00
Check	01/03/2023	1133	Kansas Center for E...	Oak Creek		Notes Rec - Oak Cr...	2,234.93	2,234.93	2,578.00
Transfer	01/06/2023			Funds Transfer		E-Community Loan ...	-2,224.93	-2,224.93	4,812.93
Check	01/06/2023	1134	Kansas Center for E...	Walker		Notes Rec - Walker	416.00	416.00	2,588.00
Transfer	01/06/2023			Thornton Auto		E-Community Loan ...	-406.00	-406.00	3,004.00
Check	01/06/2023	1135	Kansas Center for E...	Thornton		Notes Rec - Thornto...	487.29	487.29	2,598.00
Transfer	01/10/2023			Funds Transfer		E-Community Loan ...	-477.29	-477.29	3,085.29
Check	01/10/2023	1136	Kansas Center for E...	K & K		Notes Rec - K & K ...	488.00	488.00	2,608.00
Transfer	01/11/2023			Munchkinz - Jan & Feb 2023		E-Community Loan ...	-478.00	-478.00	3,096.00
Check	01/11/2023	1137	Kansas Center for E...	Munchkinz - Jan & Feb		Notes Rec - Munch...	672.00	672.00	2,618.00
Transfer						E-Community Loan ...	-652.00	-652.00	3,290.00
Check									2,638.00
Total Grow Ellsworth E-Community Fund								80.00	2,638.00
<b>TOTAL</b>								<b>62,115.54</b>	<b>339,124.32</b>